

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2021/6-017 July 2021</b>	<b>That Council endorse the resolution made by the NEWROC on 29 June 2021.</b>	<b>Complete</b>		
<b>2021/6-008 July 2021</b>	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Subject to S3.58 (3) Local Government Act 1995 determine to dispose of the following Shire owned land: <ul style="list-style-type: none"> <li>• Lot 233 (7) Baxter Street, Bencubbin</li> </ul> </li> <li>2. Subject to S3.58 (3) Local Government Act 1995 direct the Chief Executive Officer to give local public notice that it is the intention of the Shire to dispose of the following blocks of land: <ul style="list-style-type: none"> <li>• Lot 233 (7) Baxter Street, Bencubbin</li> </ul> for \$8500 subject to any public comment; and</li> <li>3. Direct the Chief Executive Officer to present any public comments along with a final recommendation relating to disposal of the Lot 233 (7) Baxter Street, Bencubbin to the next available Ordinary Meeting of Council.</li> </ol>	<b>Ongoing</b>	<b>Item in August Agenda</b>	
<b>2021/6-003 July 2021</b>	<b>That Beacon Central be offered a set fee of \$70 inclusive of GST, per tour for the use of the community bus when conducting wildflower tours</b>	<b>Complete</b>		

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
<b>REF</b>	<b>DECISION</b>	<b>STATUS</b>	<b>COMMENT</b>	<b>ESTIMATED COMPLETION</b>
2020/3-009 March 2020	That Council: 1. Resolve that correspondence should be sent to Telstra head office expressing the displeasure of Council and the community at the telecommunication outages which continue to occur; 2. Resolve that correspondence be sent to Western Power inviting them to meet with the Shire President and Chief Executive Officer to discuss any potential solutions, such as the one installed at Perenjori for the town of Beacon which suffers the worst and longest lasting power outages; 3. Resolve that copies of the above correspondence be sent to appropriate State and Federal politicians with an invitation to them to assist with the issues; 4. Subject to the Local Government Act 1995, Section 6.8(1)(b) authorise non budgeted expenditure of \$4,000 to install battery back-up systems for the Crisp Wireless service at Bencubbin Multipurpose Complex and Beacon Town Hall; and 5. Subject to the Local Government Act 1995, Section 6.8(1)(b) reduce 1433001 Shed Gates Bencubbin Depot by \$4,000 to allow for the expenditure authorised in resolution 4 above.	Ongoing	Delayed due to COVID-19 crisis.  Will undertake further work in the near future.  Awaiting confirmation of a meeting date with Western Power.  Meeting was held in August 2020 and potential solutions discussed.	
		Complete	Awaiting Western Power to provide further details.	

## CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2019/3-003 April 2019	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Direct the Chief Executive Officer to arrange for the preparation of an agreement between the Shire of Mt Marshall and the Bencubbin Golf Club for the use of the Bencubbin Golf Course. The agreement is to set the annual lease fee at \$1 payable on demand; and</li> <li>2. Authorise the Chief Executive Officer to undertake the necessary arrangements to effect and complete the agreement, including the use of the Shire Common Seal if necessary.</li> </ol>	Ongoing	Discussions with lawyers are being had.	
2018/11-004 December 2018	<p>That Council accept the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams:</p> <ul style="list-style-type: none"> <li>• Warkutting Tank</li> <li>• Gabbining Tank</li> <li>• Marindo Rocks</li> <li>• Beebeegnying Tank</li> <li>• Sand Soak Dam</li> <li>• Snake Soak Dam</li> </ul>	Ongoing	<p>Application made to the Department of Lands regarding Snake Soak Dam.</p> <p>Awaiting Native Title Clearance</p>	

**CHIEF EXECUTIVE OFFICER - JOHN NUTTALL**

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"><li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li><li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li><li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li><li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li></ol>	Ongoing	Strategic Community Plan to be adopted in December and the Corporate Business Plan in 2021.	

ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2009/081 April 2009	That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling.	Ongoing	<p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p> <p>November 2017 - PEHO conducted site inspection; property is vacant with no person living in it. Health Notice on the door at the time of inspection. PEHO is yet to establish contact with the owner/owners.</p> <p>Owner has been identified. Property remains unoccupied so no additional input from Officers at this time (Oct 2020). Will be monitored</p>	Ongoing.

<b>FINANCE AND ADMINISATRATION MANAGER – TANIKA MCLENNAN</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2021/6-012 July 2021</b>	<b>2021/22 Annual Budget Adoption</b>	<b>Complete</b>		
<b>2021/6-013 July 2021</b>	<p>The subject to S.6.16 (3)(b), Council amend the Little Bees Day Care charges as follows:</p> <p>Full Day               \$85.20</p> <p>After School Care \$21.00</p> <p>The new charge is to be effective from 9th August 2021.</p>	<b>Complete</b>		

## REGULATORY OFFICER – MEG WYATT

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2021/6-014 July 2021	<p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 call for Tenders (RFT MM01.21/22) for the provision of Bitumen Supplies for a period of 1 year through the WALGA Preferred Supplier Program (r. 11 (2)(b)).</p> <p>That Council, pursuant to Section 3.57 of the Local Government Act, 1995 and Division 2 of the Local Government (Functions and General) Regulations, 1996 set the Qualitative Evaluation Criteria for RFT MM 01.21/22, as follows:</p> <p>Relevant Experience           25% Submitted Rates               25% Resources &amp; Current Commitments   25% Confirmation rates are fixed for 21/22 25%</p> <p>That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to award the bitumen supply contract in accordance with the results of the tender evaluation process.</p>	Ongoing	Tenders close on 19 <sup>th</sup> August.	
2021/1-010 Feb 2021	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolve that the new Bencubbin Fire Shed be located at the Bencubbin Industrial Land Site</li> <li>2. Resolve that the purchase of a block of land at the Bencubbin Industrial Land Site be included in the 2021/22 annual budget for the purposes of building the new Bencubbin Fire Shed</li> <li>3. Resolve that the new Welbungin Fire Shed be located at the site of the existing Welbungin Fire Shed.</li> <li>4. Resolve that \$5,000 towards site works at the new Welbungin Fire Shed be budgeted for in the Shire's 2021/2022 annual budget.</li> </ol>	Ongoing	Development WA has been contacted regarding the purchase of Lot 905 Welbungin Road Bencubbin for the Bencubbin Fire Shed.	

## REGULATORY OFFICER – MEG WYATT

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/10-013 October 2020	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council reject the recommendation from the Bush Fire Advisory Committee meeting regarding campfire signage.</li> <li>2. Council resolve that all Camping and Cooking fires be prohibited in the Shire of Mt Marshall during the Prohibited Burning Period (1 November to 31 January) with the exception of wood &amp; charcoal fuelled BBQ's and wood fired pizza ovens which are only prohibited if the fire danger index for the day is very high or above.</li> <li>3. Council's Firebreak Order be amended to include cooking and campfire restrictions and the notice be advertised in the Government Gazette.</li> <li>4. appropriate signage be installed at all known popular camping sites.</li> </ol>	<p>Ongoing</p> <p><b>Ongoing</b></p>	<p>Signage has been delivered. Signage will start to be installed when possible.</p> <p><b>Further amendments may need to be made before gazettal and will return to Council after October's Bush Fire Advisory Committee meeting.</b></p>	
2016/155 Oct 2016 Continued	<p>h) Consent is given to the Department of Fire and Emergency Services to issue identity cards to Mt Marshall Fire Brigade members.</p>	<p>Ongoing</p>	<p>Instructions as how to process photos has been obtained and staff will commence the process. Commence project in February during Bush Fire training. Photos of members are required.</p> <p>Letters have been written and sent to all volunteers requesting they attend the Shire office to have their photo taken.</p> <p><b>Photos are now with DFES.</b></p>	



# REGULATORY OFFICER – MEG WYATT

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2008/083 April 2008	<p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15 (2) Remove (e) Beacon Recreation Reserve No 36172</p> <p>15 (2) Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15 (2) Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16 (2) Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16 (2) Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p>	Ongoing	<p>Proposed changes to be advertised.</p> <p>This item never progressed. CEO will undertake a review of current local laws in conjunction with contract ranger services and if any changes are required this will be progressed.</p>	September 2009

<b>EXECUTIVE ASSISTANT – NADINE RICHMOND</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2020/6-007 July 2021</b>	<b>That Council adopt the amended policy CS.3.2 Economic Development Grant Fund as at attachment 12.1.20b and scoring matrix as presented at 12.1.20c.</b>	<b>Complete</b>	<b>Policy Manual updated and available on the website.</b>	

## COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li> <li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li> <li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li> <li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li> </ol>	Ongoing	CDO liaising with Volunteers WA Wheatbelt Hub to source information that will assist with the development of the report.	



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

# Council Meeting

Tuesday 29 June 2021

## MINUTES ZOOM

2pm Council Meeting

[www.newroc.com.au](http://www.newroc.com.au)

## ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> <li>Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>Council reviews NEWROC project priorities</li> </ul>	Council
March	<ul style="list-style-type: none"> <li>WDC attendance to respond to NEWROC project priorities</li> <li>Submit priority projects to WDC, Regional Development and WA Planning</li> <li>Discussion regarding portfolios vs projects, current governance structure</li> </ul>	Executive
April	NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> <li>NEWROC Draft Budget Presented</li> <li>NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2022)</li> <li>Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend</li> </ul>	Executive
June	NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> <li>Information for Councillors pre-election</li> <li>NEWROC Audit</li> </ul>	Council
September		Executive
October	NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none"> <li>NEWROC Induction of new Council representatives (every other year)</li> <li>Review NEWROC MoU (every other year)</li> </ul>	Executive
December	NEWROC Drinks	Council

### ONGOING ACTIVITIES

Compliance

Media Releases

Newsletter

### NEWROC Chair and CEO Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda (Oct 2019 – Oct 2021)

Shire of Mukinbudin

Shire of Trayning

Shire of Dowerin

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## NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held via ZOOM on Tuesday 29 June 2021 commencing at 2.02pm

### MINUTES

#### 1. OPENING AND ANNOUNCEMENTS

Cr Stratford, NEWROC Chair welcomed everyone to the meeting and opened the meeting at 2.02pm. Cr Stratford thanked the Shire of Dowerin for accommodating the ZOOM meeting and apologised for the short notice.

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### 2.1. Attendance

Cr Jannah Stratford	NEWROC Chair, President Shire of Koorda
Cr Quentin Davies	President, Shire of Wyalkatchem
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Tony Sachse	President, Shire of Mt Marshall
Cr Gary Shadbolt	President, Shire of Mukinbudin
Cr Melanie Brown	President, Shire of Trayning
Cr Bev Ward	Deputy President, Shire of Dowerin
Darren Simmons	NEWROC CEO, CEO, Shire of Koorda
Peter Klein	CEO, Shire of Wyalkatchem
John Nuttall	CEO, Shire of Mt Marshall
Dirk Sellenger	CEO, Shire of Mukinbudin
Leanne Parola	CEO, Shire of Trayning
Leonard Long	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC

##### 2.2. Apologies

Cr Darrel Hudson President, Shire of Dowerin

##### 2.3. Leave of Absence Approvals / Approved

Nil

#### 3. Declarations of Interest and Delegations Register

Nil

##### 3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017

Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Koorda)	Council	CEO	Council Oct 2019
NEWROC Website	CEO	NEWROC EO	Council June 2017

#### 4. Presentations

ASK Waste Management – Samuel Green

- Samuel provided a brief overview of work to date and visits
- Samuel suggested members try to line up individual Avon Waste contracts (start and finish dates)
- Members to consider the impact of additional travel costs for a regional facility
- Members to consider that closure plans can be around \$10K / \$15K each
- Anticipate circa \$3m - \$5m total closure costs for all the current waste sites (\$10m2 or up to \$30m2) across the group if a regional site was pursued and no current waste sites were kept. These costs include covering / removing contaminated soil (there is not a lot of soil available (1m of clean soil is needed and can be acquired locally or imported)).
- Members could submit the closure plans and still have a waste site and use them as a transfer station and close them over a longer time frame.
- Individual costs for closures v regional groupings is a consideration too
- 12 month lead time for a closure plan (also requires a topographic survey)
- If the waste site is registered and DEWR knows – they might be covered by the need for a closure plan and rehab
- Modelling and report by ASK Waste Management will be provided at the end of July

#### 5. MINUTES OF MEETINGS

##### 5.1. Council Meeting 19 April 2021

Minutes of the Council Meeting held 19 April 2021 have previously been circulated.

#### RESOLUTION

**That the Minutes of the Council Meeting held on 19 April 2021 be received as a true and correct record of proceedings.**

**Moved Cr de Lacy**

**Seconded Cr Shadbolt**

**CARRIED 7/0**

##### 5.2. Special Council Meeting 12 May 2021

Minutes of the Special Council Meeting held 12 May 2021 have previously been circulated.

#### RESOLUTION

**That the Minutes of the Special Council Meeting held on 12 May 2021 be received as a true and correct record of proceedings.**

**Moved Cr Davies**

**Seconded Cr Sachse**

**CARRIED 7/0**

##### 5.3. Special Council Meeting 8 June 2021

Minutes of the Special Council Meeting held 8 May 2021 have previously been circulated.



**RESOLUTION**

**That the Minutes of the Special Council Meeting held on 8 June 2021 be received as a true and correct record of proceedings.**

**Moved Cr Davies**

**Seconded Cr de Lacy**

**CARRIED 7/0**

**5.4. Circular Resolution 17 June 2021**

Minutes of the Circular Resolution held 17 June 2021 have previously been circulated.

**OFFICER RECOMMENDATION**

That the Minutes of the Circular Resolution held on 17 June 2021 and concluding on 22 June 2021 be received as a true and correct record of proceedings.

**MOTION**

**That the Minutes of the Circular Resolution held on 17 June 2021 and concluding on 22 June 2021 be received as a true and correct record of proceedings subject to the motion amendment by Cr Shadbolt:**

**The NEWROC continues its commitment to the Shire of Nungarin, as the lead local government for the telecommunications project, to cover all legal fees and additional resources currently incurred and until settlement is reached in regards to the legal proceedings with Crisp Wireless.**

**Moved Cr Shadbolt**

**Seconded Cr Sachse**

**CARRIED 7/0**

**5.5. Executive Meeting 25 May 2021**

Minutes of the Executive Meeting held on Tuesday 25 May 2021 have previously been circulated.

**RESOLUTION**

**That the Minutes of the Executive Meeting held on 25 May 2021 be received.**

**Moved Cr Shadbolt**

**Seconded Cr Davies**

**CARRIED 7/0**

**5.6. Business Arising**

- Members discussed the Parliamentary Committee investigating Electoral Reform in WA
- Cr Sachse and Cr Davies supported the NEWROC in making a submission along the lines of WALGA's (it is currently closed but if it was extended)

**6. FINANCIAL MATTERS****6.1. Income, Expenditure and Profit and Loss**

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#1P and L
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENTS**

Account transactions for the period 1 April 2021 to 31 May 2021:

**APRIL**

Date	Description	Credit	Debit	Running Balance
<b>BB NEWROC Funds-5557</b>				
<b>Opening Balance</b>		<b>183,654.74</b>	<b>0.00</b>	<b>183,654.74</b>
01 Apr 2021	Bendigo Bank	0.00	0.40	183,654.34
06 Apr 2021	Payment: Valenti Commercial Lawyers	0.00	2,500.00	181,154.34
06 Apr 2021	Payment: Infranomics	0.00	14,459.50	166,694.84
06 Apr 2021	Payment: XERO	0.00	50.00	166,644.84
06 Apr 2021	Payment: Town Team Movement	0.00	11,000.00	155,644.84
06 Apr 2021	Payment: Solum	0.00	3,182.50	152,462.34
<b>Total BB NEWROC Funds-5557</b>		<b>0.00</b>	<b>31,192.40</b>	<b>152,462.34</b>
<b>Closing Balance</b>		<b>152,462.34</b>	<b>0.00</b>	<b>152,462.34</b>
<b>BB Term Deposit Account-1388</b>				
<b>Opening Balance</b>		<b>194,242.22</b>	<b>0.00</b>	<b>194,242.22</b>
26 Apr 2021	Bendigo Bank	786.46	0.00	195,028.68
<b>Total BB Term Deposit Account-1388</b>		<b>786.46</b>	<b>0.00</b>	<b>195,028.68</b>
<b>Closing Balance</b>		<b>195,028.68</b>	<b>0.00</b>	<b>195,028.68</b>
<b>Total</b>		<b>786.46</b>	<b>31,192.40</b>	<b>(30,405.94)</b>

**MAY**

Date	Description	Reference	Credit	Debit	Running Balance
<b>BB NEWROC Funds-5557</b>					
<b>Opening Balance</b>			<b>152,462.34</b>	<b>0.00</b>	<b>152,462.34</b>
01 May 2021	Bendigo Bank		0.00	1.60	152,460.74
04 May 2021	Payment: Monitor Business Solutions	INV-3733	0.00	50.00	152,410.74
06 May 2021	Payment: Town Team Movement	00000334	0.00	176.00	152,234.74
06 May 2021	Payment: Solum Wheatbelt Business Solutions	INV-0101	0.00	3,272.50	148,962.24
06 May 2021	Payment: Valenti Commercial Lawyers	029774	0.00	2,706.00	146,256.24
06 May 2021	Payment: Valenti Commercial Lawyers	030350	0.00	2,695.00	143,561.24
21 May 2021	Payment: Shire of Mt Marshall	INV-0071	176.00	0.00	143,737.24
25 May 2021	Australian Taxation Office		3,461.00	0.00	147,198.24
<b>Total BB NEWROC Funds-5557</b>			<b>3,637.00</b>	<b>8,901.10</b>	<b>147,198.24</b>
<b>Closing Balance</b>			<b>147,198.24</b>	<b>0.00</b>	<b>147,198.24</b>

<b>Total</b>	<b>3,637.00</b>	<b>8,901.10</b>	<b>(5,264.10)</b>
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## Balance Sheet

### North Eastern Wheatbelt Regional Organisation of Councils

As at 31 May 2021

31 MAY 2021

#### Assets

##### Bank

BB NEWROC Funds-5557	147,198.24
BB Term Deposit Account-1388	195,028.68
<b>Total Bank</b>	<b>342,226.92</b>

<b>Total Assets</b>	<b>342,226.92</b>
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#### Liabilities

##### Current Liabilities

GST	(1,040.87)
Sundry Creditors Control	26.40
<b>Total Current Liabilities</b>	<b>(1,014.47)</b>

<b>Total Liabilities</b>	<b>(1,014.47)</b>
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<b>Net Assets</b>	<b>343,241.39</b>
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#### Equity

Current Year Earnings	24,568.15
Retained Earnings	318,673.24
<b>Total Equity</b>	<b>343,241.39</b>

### Discussion at the May Executive Meeting:

- NEWROC Term Deposit has been reinvested for 0.3% with Bendigo Bank, 7 months
- Discussion regarding the current NEWROC reserve, its highest and lowest points
- No NEWROC membership fee increases or decreases in the past decade

### RESOLUTION

**That the income and expenditure from 1 April to 31 May 2021 and the P and L and balance sheet as at 31 May 2021 be received.**

**Moved Cr Brown**

**Seconded Cr de Lacy**

**CARRIED 7/0**

- Discussion regarding the telecommunications infrastructure

## 6.2. 2021/22 NEWROC BUDGET

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#2 2021/22 DRAFT Budget #3 P and L 2020/21 (to come)
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENTS

The 2020/21 NEWROC P and L up until mid June will be provided to members as well as a budget v actuals for this financial year.

The NEWROC Strategic Plan is the foundation document in preparing the 2021/22 budget.

Attached is a draft NEWROC Budget for the 2021/22 financial year. Key points:

- REDS Grant will be carried over into the new financial year
- DPIRD FARM GRANT for the three new telecommunication towers (Yorkrakine, Gabbin and North Koorda) are included however this is dependent on proceedings
- No change to current subscriptions
- Strategic projects to be carried over which may result in future consultancy / project fees – NEWROC regional waste project, energy and telecommunications
- Increase in legal fees

Two significant grants are available to the NEWROC going forward – BBRF (Round 6) and Regional Climate Alliance (application completed). Members are asked to consider budget implications if these funding streams are pursued. Likewise external funding for our waste and energy projects.

### RESOLUTION

NEWROC Budget 2021/22 be discussed and put forward to the NEWROC Council for their consideration

Moved R McCall

Seconded P Klein

CARRIED 6/0

### OFFICER RECOMMENDATION

NEWROC 2021/22 Budget be adopted

### MOTION

**NEWROC 2021/22 Budget be adopted subject to the amendments discussed at the meeting**

Moved Cr Sachse

Seconded Cr Shadbolt

CARRIED 7/0

### **6.3. 2020/21 AUDIT**

<b>FILE REFERENCE:</b>	42-2 Finance Audit and Compliance
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#4 Audit Partners Quote
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### **COMMENTS**

The NEWROC EO is preparing for the 2020/21 audit. The NEWROC EO has received one quote to date and is still to receive an additional quote.

#### **RESOLUTION**

**NEWROC to engage Audit Partners to prepare the 2020/21 Audit**

**Moved Cr Sachse**

**Seconded Cr Davies**

**CARRIED 7/0**

## 7. MATTERS FOR DECISION

### 7.1. Town Team Sponsorship – Dowerin Do Over

<b>FILE REFERENCE:</b>	042-6 NEWROC Promotion
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#5 Letter from Shire of Dowerin #6 Letter from Town Teams
<b>CONSULTATION:</b>	Rebecca McCall Cr Stratford
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

#### COMMENT

The Dowerin Do Over was held on April 29 and 30 in Dowerin. The event was sponsored by the NEWROC and Chair, Cr Jannah Stratford opened the conference. NEWROC member, the Shire of Dowerin also sponsored the two day event and did an immense amount of on the ground work leading up to the two days and during it. Thanks are extended to Rebecca McCall and her staff for their efforts.

Congratulations to the Shire of Dowerin on their main street improvements and activating their local community to lead the process. There was media coverage of the event and NEWROC was acknowledged in all print and social media announcements by both Town Teams, their partners (RAC, Wheatbelt Business Network and Shire of Dowerin) and attendees.

Town Teams is currently finalizing a video of the event which the NEWROC members can share.

It is hoped that this unique event will inspire the NEWROC communities and in particular the CRCs to activate local projects. Additionally, Town Teams can be established in NEWROC communities (CRCs or Progress Groups are best aligned to becoming a Town Team) and apply for funding from the [RAC Connecting Communities](#) program for main street activation projects.

Attached are two letters of thanks to the NEWROC. The NEWROC has written to the Shire of Dowerin thanking them for the event and also to Town Teams.

Discussion at the Executive Meeting:

- The event was a lot of hard work but it has reinvigorated the town and provided confidence and collaboration amongst the community
- Town Team benefited with the immense ease of the local government event process (compared with metro local government)
- The CRC workshop should have been held after the Dowerin community workshop
- Brief discussion on the North Midlands Project and its relevance to NEWROC

#### RESOLUTION

**Correspondence from the Shire of Dowerin and Town Team Movement be received**

**Moved Cr de Lacy**

**Seconded Cr Brown**

**CARRIED 7/0**

## 7.2. Regional Climate Alliance

<b>FILE REFERENCE:</b>	035-1 General Grants
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	John Nuttall Rebecca McCall Cameron Edwards
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### BACKGROUND

The Regional Climate Alliance Program provides funding for two regional climate alliances – with each able to access more than \$400,000 over two years.

The Program is an action under the State Government's *Western Australian Climate Policy 2020*, which supports regional Local Governments to drive action on climate change, energy and sustainability through regional partnerships.

Groupings of Local Governments in Western Australia are invited to submit an expression of interest to establish a climate alliance to take action on climate change, energy and sustainability projects through regional partnerships. Through the Program, two pilot climate alliances will be established.

The two Alliances will have access to \$210,000 each financial year between 2021-23 to employ Regional Climate Alliance Coordinators and deliver climate change adaptation and mitigation projects.

The Program is being administered by WALGA on behalf of the Department of Water and Environmental Regulation and is an initiative under the State Government's Western Australian Climate Policy (2020).

For grant program guidelines or to apply, please visit the WALGA website at [walga.asn.au/regionalclimateallianceprogram](http://walga.asn.au/regionalclimateallianceprogram)

Applications close on Monday, 21 June 2021.

### Update since the May Executive Meeting:

- NEWROC sought to partner with WEROC on the application however WEROC thought that the 13 local governments may be too large for the Alliance. WEROC were very supportive of working together on future initiatives
- Due to the looming deadline the NEWROC CEOs provided feedback to the NEWROC EO on the grant and discussed it at individual Council meetings
- A submission was made by the NEWROC. No matched funding is sought at this stage.

### Extract from the EOI submission:

Managing climate change risks to council services, infrastructure and operations, and supporting the community and businesses within it to adapt is a responsibility that the proposed NEWROC Climate Alliance will aim to address.

The NEWROC Regional Climate Alliance will aim to achieve the following objectives:

- Development of a NEWROC climate change vision and associated strategic plan
- Advancement towards the achievement of the current NEWROC energy vision on renewable energy generation, storage and supply (see attached)
- Integration and advancement of member local government projects in the areas of water, energy generation and use; and the natural environment that have been identified in their own strategic planning processes
- Consideration and integration of climate change risks in member local government policies

The NEWROC Regional Climate Alliance benefits will include:

- Demonstrating local leadership and adaptation to climate risks. In particular on community owned renewable energy generation, supply and storage (which would be a first for the state)
- Local governments working together to reduce the impacts and adapt to the effects of climate change
- Encouraging Councils and their communities to take action in relation to climate change
- Better understanding the impacts of climate change on the environment, communities and lifestyles, so the NEWROC members and their communities can prepare and adapt for the future
- Coordinating action amongst the members through encouraging interactions, coordinating work and identifying opportunities to strengthen climate action amongst themselves and key stakeholders
- Allowing the NEWROC councils to participate in projects that they would not be able to individually
- Providing local leadership and action on climate change adaption and responses
- Providing local information and research that helps inform member Councils in their decision making
- Clear communication of initiatives within and beyond the member Council

**RESOLUTION**

NEWROC to lodge an expression of interest in the Regional Climate Alliance

Moved L Parola

Seconded J Nuttall

CARRIED 6/0

**RESOLUTION**

**NEWROC to lodge an expression of interest in the Regional Climate Alliance**

**Moved Cr Davies**

**Seconded Cr Sachse**

**CARRIED 7/0**

**Discussion:**

- Funding announcement and closure was a short time frame
- No financial commitments as yet for the EOI



### 7.3. ENERGY

<b>FILE REFERENCE:</b>	107-1 Power
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	#7 InfraNomics Project Proposal #8 NEWROC Energy Vision
<b>CONSULTATION:</b>	Cameron Edwards Peter Klein Hon Mia Davies Hon Martin Aldridge
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### BACKGROUND

An energy session with NEWROC Council, InfraNomics, EMRC and Lithium Valley WA was held in Mukinbudin on 19 April 2021. Thank you to the Shire of Mukinbudin for hosting this meeting.

The current energy landscape was discussed as well as a number of potential projects including:

- Reliable power supply to businesses in an industrial area (pilot project)
- Mobile telecommunications trailer for mobile phone connection (to alleviate the power reliability to Telstra towers)
- Reliable power supply to a town site (battery and solar back up) e.g. Bencubbin
- Individual power supply to residences and businesses via batteries and solar back up (like an SLS)

No clear projects were agreed at the session. However since the meeting InfraNomics has pulled together a proposal (attached) as a short term project ('quick win via a pilot project') to discuss and to demonstrate to key stakeholders the NEWROC is committed to resolving local power issues.

### RESOLUTION

NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers

Moved P Klein

Seconded R McCall

CARRIED 6/0

### Update since the May Executive Meeting:

At the NEWROC May Executive Meeting the CEO's discussed the proposal and felt it was not resolving the power reliability issues and following a presentation by Cameron Edwards at the meeting, it would be very difficult to implement due to the lack of support from the telecommunications carriers to use the mobile telecommunications tower.

Since the May Executive Meeting the NEWROC EO has developed a summary of the NEWROC Energy Project which can be distributed to key stakeholders during discussions and pitches.

The NEWROC EO and Cameron Edwards met by ZOOM with the Hon Mia Davies and Hon Martin Aldridge in early June to brief the local members on the energy projects and outline our difficulties. Outcomes from the meeting included that:

- The two local members would write us a letter of support for the projects
- The Hon Mia Davies would seek a meeting with the Minister for Local Government on regional subsidiary regulations and invite NEWROC to present the energy project to him as a reason to amend the regulations and help us use the regional subsidiary structure to resolve power reliability in the NEWROC (community owned battery)

Funding coming up:

- ARENA Regional Australia Microgrid Pilot Program

#### OFFICER RECOMMENDATION

NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers.

#### RESOLUTION

**NEWROC Council develop an energy vision, one page summary of energy projects and arrange meetings with relevant State and Federal Ministers. An energy working group be established and include Cr Jannah Stratford, Cr Gary Shadbolt, Peter Klein, Rebecca McCall and Darren Simmons**

**Moved Cr Brown**

**Seconded Cr Sachse**

**CARRIED 7/0**

**7.4. REGIONAL LIVEABILITY**

<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 June 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**COMMENT**

Attracting and retaining populations is a key concern for towns across regional Australia. Sustaining and building resident populations helps towns thrive and plan for their future. However, outside of Australia's metropolitan areas, planning for and managing regional populations can be challenging. Population growth is distributed unevenly across towns and cities in regional Australia, and some regions struggle to provide meaningful employment options to residents while many others are experiencing continual shortages of professionals and highly skilled tradespeople.

As access to remote working improves (and in particular in the NEWROC with the Crisp Wireless service) and physical infrastructure better connects towns with regional centres and metropolitan areas, people can afford to be choosier about where they settle. This is especially so as demand for skilled and professional workers increases across much of regional Australia. Regional areas can find themselves in competition with one another as they seek to improve their liveability and be more attractive to prospective residents.

However, improving the liveability of a regional community is not necessarily straightforward. 'Liveability' means slightly different things to different people and the way that we assess liveability is subjective and highly personalised. People make different assessments based on their needs, their aspirations, and their stages of life. What makes a place liveable for one person might not exactly match what makes it liveable for another.

One of the long term goals of the NEWROC is to attract and retain people to the towns of the member local governments and to continue to improve livability. Specifically in the current NEWROC Strategic Plan the following objectives are included:

*Identify opportunities and strategies for attracting new businesses and expanding existing businesses by promoting the availability of accessible land, the community spirit and high-speed communications network available within the region. (High priority)*

*Attract and retain health professionals and age care providers in a co-ordinated manner within the region (High priority)*

In 2021 the Regional Australia Institute launched a Liveability Toolkit at the 2021 Regions Rising National Summit in Canberra by the Hon Mark Coulton, Minister for Regional Health, Regional Communications and Local Government.

The Liveability Toolkit is a comprehensive, step-by-step practical guide for regional leaders looking to build their community populations.

Link: <http://www.regionalaustralia.org.au/home/liveability-toolkit/>

The Toolkit has been developed in response to the growing need in regional communities to attract and retain populations. It builds on the Regional Australia Institute's research across rural and regional Australia on population mobility, regional jobs and liveability. It draws together insights from this work to create a practical guide for regional leaders who are seeking to attract

and retain populations in their town. The Toolkit recognises that Australia has a highly mobile population and that regional “liveability” has a strong role to play in influencing people’s decisions about where to live.

This Toolkit is a guide to help regional leaders gather and analyse the data that can help them develop a tailored action plan to improve their town’s liveability. By developing a place-based Liveability Action Plan, regional towns can become more successful in attracting the people that they need for a strong and prosperous future. A deep understanding by regional leaders of the liveability factors of their town will also ensure that any future “marketing” of the town to attract new residents can be well-targeted. The way the Toolkit has been designed allows regional leaders to address this issue in a manner which reflects the unique strengths, challenges and vision of their particular town.

The NEWROC EO puts forward a proposal to consider using the Liveability Toolkit by RAI to assess and determine the liveability across the towns of the NEWROC. With the assessment to be used in future population attraction and retention strategies and promotions. This may be a possible project to put forward to BBRF Community Investment Stream later in 2021.

<b>RESOLUTION</b>
<b>Submitted for discussion</b>
<b>Moved Cr Sachse                      Seconded Cr de Lacy                      CARRIED 7/0</b>

Discussion:

- All members were supportive of a future BBRF application on the matter

## 7.5. REGIONAL SUBSIDIARY

<b>FILE REFERENCE:</b>	041-5 Strategic and Future Planning
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	Tony Brown WALGA
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### COMMENT

The NEWROC EO made contact with Tony Brown to follow up on previous discussions around regional subsidiaries and in light of the State Election results. Tony has provided the following update on WALGA's advocacy on regional subsidiaries to the Minister for Local Government:

#### ***Regional Subsidiaries***

*That as a priority the Regional Subsidiaries Regulations be amended to enable regional groups of Local Governments to form Subsidiaries without the overly prescriptive regulations that currently exist.*

*A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.*

*Examples of potential uses for regional subsidiaries are as follows;*

- *Regional service delivery – such as Building services, Health services, Ranger services*
- *Back-office functions – Finance and/or Asset Management*
- *Regional Waste service*
- *Regional Tourism*
- *Regional Housing Projects – Joint partnerships ie Public/Private Partnerships*
- *Regional grant administration/regional project management*

*There are a number of regional groups who would like to commence subsidiaries as follows;*

- *NEWROC (North Eastern Wheatbelt Councils) – Dowerin, Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning, Wyalkatchem. Current projects are – Waste, Telecommunications, Child Care, Tourism, Wheatbelt 'Main Street Revitalisation Program, Energy –power reliability*
- *South West Group of LG'S – Busselton, Bunbury, Harvey, Augusta Margaret River, Dardanup, Manjimup, Collie, Donnybrook-Balingup, Bridgetown-Greenbushes, Boyup Brook, Nannup. Project is a South West Regional Waste Group proposal*
- *Katanning, Cranbrook, Plantagenet, Broomehill-Tambellup – Regional Tourism*

*The regional Subsidiary model would be perfect for VROC'S – Voluntary Regional Councils to transition to a subsidiary and become a legal entity.*

**Regional Models – Act amendment**

*If Act amendments or a new Act is being considered then WALGA would support replacing the current regional subsidiary model with the Joint and Single Subsidiary model recommended by the Local Government Review Panel (May 2020).*

**OFFICER RECOMMENDATION**

NEWROC Council to continue to consider this model and write to the Minister for Local Government outlining projects we would like to consider in a regional subsidiary

The item was discussed however no resolution was passed

**Update since the May Executive Meeting:**

See above energy item regarding the discussion with Hon Mia Davies and a presentation to the Local Government Minister

**MOTION**

**NEWROC Council to continue to consider this model and write to the Minister for Local Government outlining projects we would like to consider in a regional subsidiary**

**Moved Cr Sachse**

**Seconded Cr Brown**

**CARRIED 7/0**

## **7.6. WEROC - WASTE**

<b>FILE REFERENCE:</b>	103-1 Waste Management General
<b>REPORTING OFFICER:</b>	Caroline Robinson
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	20 May 2021
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	WEROC Inc
<b>STATUTORY ENVIRONMENT:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

### **COMMENT**

The NEWROC members participated in the April WEROC Inc meeting.

At the meeting the NEWROC CEO and NEWROC EO outlined the waste project. WEROC Inc requested NEWROC consider sharing some findings from the work undertaken by ASK Waste Management – Regional Landfill Strategy.

Members are asked to consider what information may be useful to WEROC Inc (if any) and the information we provide is not commercial in confidence.

### **RESOLUTION**

The NEWROC EO write to WEROC Inc outlining the reasons we pursued the project, our estimated waste quantities amongst the members and what our preferred option is (currently being undertaken in stage 2)

Moved L Long

Seconded L Parola

CARRIED 6/0

### **RESOLUTION**

The NEWROC EO write to WEROC Inc outlining the reasons we pursued the project, our estimated waste quantities amongst the members and what our preferred option is (currently being undertaken in stage 2)

Moved Cr de Lacy

Seconded Cr Shadbolt

CARRIED 7/0

## **8. EMERGING NEWROC ISSUES as notified, introduced by decision of the Meeting**

NEWROC Literary Lunch – date advised Friday 20 August

Long Table Lunch Wyalkatchem – NEWROC EO will distribute a flyer for this event on Saturday 14 August

Members to advise whether they will be attending the Local Government Convention and whether there is a preferred date for the annual NEWROC Dinner (Sunday 19 Sept?)

### **8.1. WA Electoral Reform**

#### **MOTION**

**NEWROC writes a letter to the Ministerial Expert Committee in support of WALGA's GECZ position on Electoral Reform**

**Moved Cr Sachse**

**Seconded Cr Davies**

**CARRIED 7/0**

### **8.2. NEWROC Meetings**

- 27<sup>th</sup> July Executive Meeting please add ASU and the Award movement for LG employees
- NEWROC Council meetings to align where possible with GECZ meetings to reduce travel and time away from the office

## **9. 2021 MEETING SCHEDULE**

27 July	Executive	Shire of Wyalkatchem
<b>**31 August</b>	Council	Shire of Koorda <b>(Note change)</b>
<i>(Local Government Convention Monday 20<sup>th</sup> and 21<sup>st</sup> September 2021 @ CROWN (NEWROC Dinner)</i>		
28 September	Executive	Shire of Trayning
26 October	Council	Shire of Nungarin
30 November	Executive	Shire of Mukinbudin
14 December	Council	Shire of Mt Marshall

## **10. CLOSURE**

Cr Stratford thanked everyone for their attendance and contributions and closed the meeting at 3.45pm





## **SHIRE OF MT MARSHALL**

### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 July 2021**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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Items of Significance

The material variance adopted by the Shire for the 2020/21 year is \$10,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Significant Projects</b>					
Bencubbin Fire Shed - Capital	0%	605,164	0	0	0
Welbungin Fire Shed - Capital	0%	592,302	0	0	0
Bencubbin Hall Capital Works	0%	31,900	2,658	0	2,658
Beacon Hall/Community Centre Capital Expenditure	0%	72,758	0	0	0
Welbungin Hall - Capital	0%	40,000	3,333	0	3,333
Swimming Pool Redevelopment	1%	124,204	0	817	(817)
Bencubbin Community Recreation Centre Capital Expenditure	0%	62,500	0	0	0
Beacon Bowling Green Capital Expenditure	0%	145,000	12,083	0	12,083
Beacon Recreation Centre Capital Expenditure	0%	49,000	4,083	0	4,083
Beacon Workers Camp - Capital Expenditure	0%	205,000	0	0	0
Purchase of Plant	0%	25,000	0	0	0
Plant Purchases	0%	670,350	55,862	0	55,862
Purchase Vehicle - Admin	0%	137,000	0	0	0
Motor Vehicles Capital Expenditure	0%	43,000	0	0	0
Motor Vehicle Purchases	0%	87,000	7,250	0	7,250
Gilham Cooper Rd (SLK 0.00 to 3.00)	0%	91,000	7,581	0	7,581
Dalgouring Snake Soak Rd (SLK 5.05 to 8.05)	0%	88,000	7,331	0	7,331
Marindo North Rd (SLK 0.00 to 3.00)	0%	85,000	7,081	0	7,081
Wren Rd (SLK 1.20 to 3.20)	0%	58,000	4,830	0	4,830
Hiscox Rd (SLK 12.00 to 13.72)	0%	54,000	4,497	0	4,497
Koorda Bullfinch West (SLK 16.66 to 17.90)	0%	134,844	11,235	0	11,235
Koorda Bullfinch East (SLK 46.16 to 47.16)	0%	159,604	13,298	64	13,234
Scotsmans Rd (SLK 15.79 to 19.69)	4%	439,710	36,640	19,368	17,272
Bimbijy Rd (SLK 7.93 to 11.08)	0%	93,699	7,808	0	7,808
Burakin Wialki Rd (SLK 28.14 to 29.80)	0%	52,141	4,345	0	4,345
Burakin Wialki Rd (SLK 46.19 to 47.83)	0%	51,206	4,267	0	4,267
Askew Rd (SLK 2.30 to 4.60)	0%	73,000	6,080	0	6,080
Cleary Gabbin Rd (SLK 6.63 to 8.72)	0%	67,000	5,581	0	5,581
Bencubbin Kununoppin Rd (SLK 0.00 to 3.00)	0%	85,000	7,080	0	7,080
Gabbin Trayning Rd (SLK 18.22 to 20.76)	0%	72,000	5,997	0	5,997
Mandiga Marindo Rd (SLK 21.62 to 23.62)	0%	65,000	5,415	0	5,415
Job Rd (SLK 8.34 to 9.34)	0%	30,000	2,497	0	2,497
Breakell Rd (SLK 16.00 to 17.50)	0%	47,000	3,914	0	3,914
Gillett Rd (SLK 31.39 to 36.26)	0%	129,000	10,749	0	10,749
Footpaths Construction	0%	85,000	0	0	0
Waddouring Dam	0%	160,000	0	0	0
Bencubbin Gazebo Area	0%	50,000	0	0	0
Botanical Garden Bridge	0%	20,000	0	0	0
Billyburning Reserve	0%	20,000	0	0	0
<b>Grants, Subsidies and Contributions</b>					
Operating Grants, Subsidies and Contributions	13%	1,769,917	244,649	229,206	(15,443)
Non-operating Grants, Subsidies and Contributions	0%	2,935,614	244,626	0	(244,626)
	5%	4,705,531	489,275	229,206	(260,069)
Rates Levied	102%	1,519,248	1,521,792	1,554,913	33,121

% Compares current ytd actuals to annual budget

Financial Position		Prior Year 31 July 2020	Current Year 31 July 2021
Adjusted Net Current Assets	232%	\$ 1,293,276	\$ 3,003,962
Cash and Equivalent - Unrestricted	86%	\$ 1,466,455	\$ 1,264,367
Cash and Equivalent - Restricted	44%	\$ 1,458,563	\$ 644,246
Receivables - Rates	1420%	\$ 122,622	\$ 1,741,346
Receivables - Other	1133%	\$ 48,254	\$ 546,945
Payables	69%	\$ 197,282	\$ 135,343

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

#### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 July 2021  
Prepared by: Tanika McLennan (Finance and Admin Manager)  
Reviewed by: John Nuttall (CEO)

#### **BASIS OF PREPARATION**

##### **REPORT PURPOSE**

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

##### **BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

##### **THE LOCAL GOVERNMENT REPORTING ENTITY**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 14.

#### **SIGNIFICANT ACCOUNTING POLICES**

##### **GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

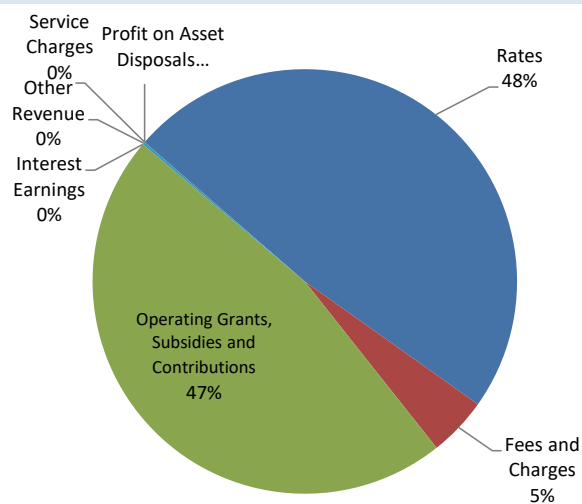
##### **CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

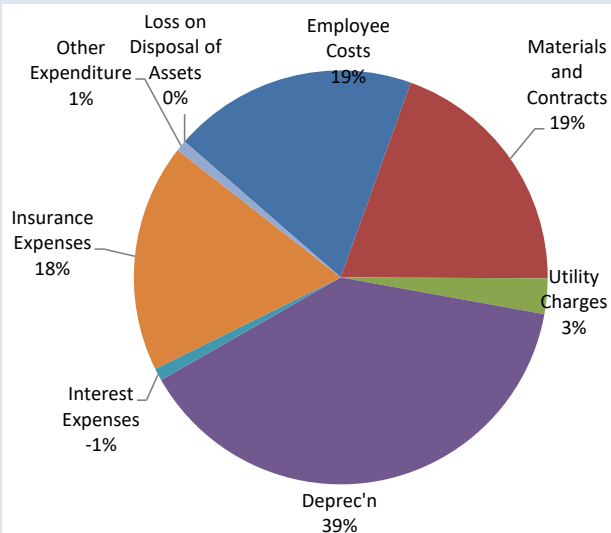
##### **ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

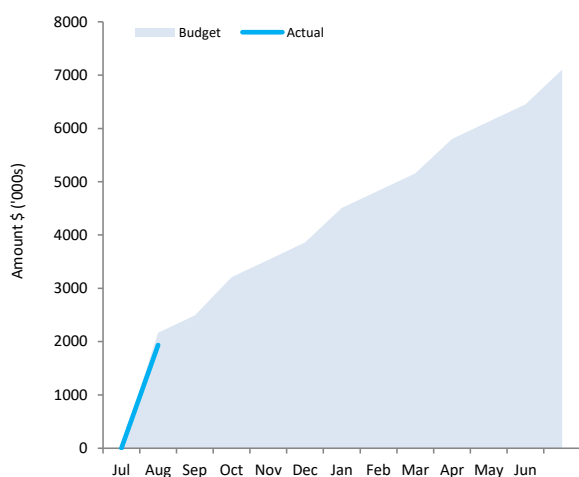
#### OPERATING REVENUE



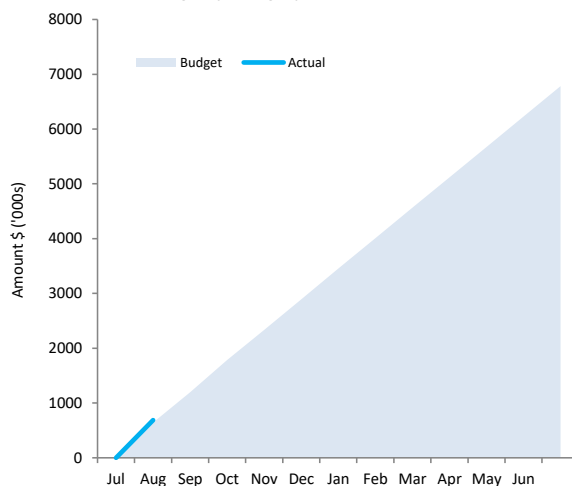
#### OPERATING EXPENSES



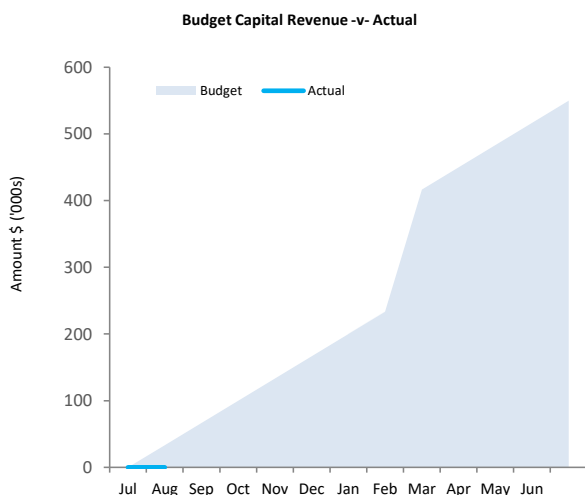
#### Budget Operating Revenues -v- Actual



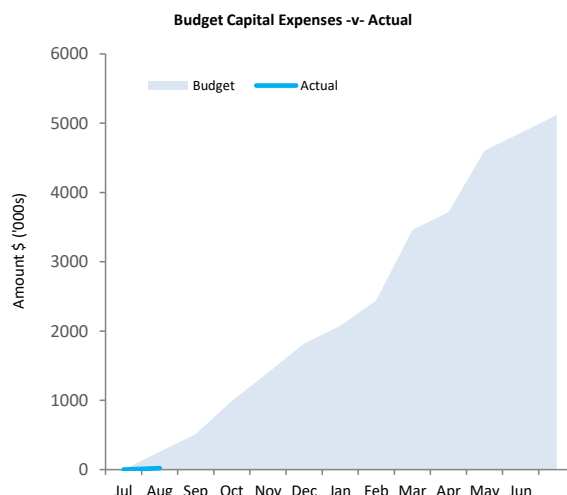
#### Budget Operating Expenses -v- YTD Actual



#### CAPITAL REVENUE



#### CAPITAL EXPENSES



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

	ACTIVITIES
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
<b>HEALTH</b> To provide an operational framework for good community health.	Food and water quality, pest control, immunisation services, child health services and health education.
<b>EDUCATION AND WELFARE</b> To meet the needs of the community in these areas.	Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools.
<b>HOUSING</b> To help ensure adequate housing.	Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees.
<b>COMMUNITY AMENITIES</b> Provide services required by the community.	Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets).
<b>RECREATION AND CULTURE</b> To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community.	Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture.
<b>TRANSPORT</b> To provide effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance.
<b>ECONOMIC SERVICES</b> To help promote the Shire and its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control Shire's overhead operating accounts.	Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs.

SHIRE OF MT MARSHALL  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

STATUTORY REPORTING PROGRAMS

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
<b>Opening Funding Surplus(Deficit)</b>	1	1,503,656	1,503,656	1,503,656	<b>1,503,656</b>	0	0%		
<b>Revenue from operating activities</b>									
Governance		21,424	21,424	1,784	<b>2,402</b>	618	35%	▲	
General Purpose Funding - Rates	6	1,519,248	1,519,248	1,521,917	<b>1,554,913</b>	32,996	2%	▲	
General Purpose Funding - Other		1,316,300	1,316,300	2,648	<b>313</b>	(2,335)	(88%)	▼	
Law, Order and Public Safety		88,669	88,669	7,387	<b>160</b>	(7,227)	(98%)	▼	
Health		9,100	9,100	758	<b>875</b>	117	15%	▲	
Education and Welfare		115,194	115,194	9,598	<b>8,506</b>	(1,092)	(11%)	▼	
Housing		145,500	145,500	12,123	<b>11,340</b>	(783)	(6%)	▼	
Community Amenities		161,679	161,679	96,880	<b>95,378</b>	(1,502)	(2%)	▼	
Recreation and Culture		28,894	28,894	2,404	<b>9,607</b>	7,203	300%	▲	
Transport		349,566	349,566	233,205	<b>229,499</b>	(3,706)	(2%)	▼	
Economic Services		370,381	370,381	30,412	<b>19,260</b>	(11,152)	(37%)	▼	S
Other Property and Services		42,500	42,500	3,539	<b>3,703</b>	164	5%	▲	
		<b>4,168,455</b>	<b>4,168,455</b>	<b>1,922,655</b>	<b>1,935,957</b>				
<b>Expenditure from operating activities</b>									
Governance		(461,857)	(461,857)	(77,879)	<b>(83,334)</b>	(5,455)	(7%)	▼	
General Purpose Funding		(81,414)	(81,414)	(6,783)	<b>(7,202)</b>	(419)	(6%)	▼	
Law, Order and Public Safety		(274,021)	(274,021)	(22,816)	<b>(30,861)</b>	(8,045)	(35%)	▼	
Health		(131,431)	(131,431)	(10,948)	<b>(10,775)</b>	173	2%	▲	
Education and Welfare		(364,560)	(364,560)	(30,362)	<b>(25,996)</b>	4,366	14%	▲	
Housing		(260,562)	(260,562)	(21,676)	<b>(28,334)</b>	(6,658)	(31%)	▼	
Community Amenities		(373,531)	(373,531)	(31,102)	<b>(22,140)</b>	8,962	29%	▲	
Recreation and Culture		(1,191,837)	(1,191,837)	(99,262)	<b>(108,254)</b>	(8,992)	(9%)	▼	
Transport		(3,060,557)	(3,060,557)	(255,032)	<b>(255,663)</b>	(631)	(0%)	▼	
Economic Services		(569,230)	(569,230)	(47,401)	<b>(46,680)</b>	721	2%	▲	
Other Property and Services		(14,001)	(14,001)	(40,054)	<b>(68,175)</b>	(28,121)	(70%)	▼	S
		<b>(6,783,001)</b>	<b>(6,783,001)</b>	<b>(643,315)</b>	<b>(687,413)</b>				
<b>Operating activities excluded from budget</b>									
Add back Depreciation		2,906,935	2,906,935	242,224	<b>272,599</b>	30,375	13%	▲	S
Adjust (Profit)/Loss on Asset Disposal	7	105,000	105,000	8,749	<b>0</b>	(8,749)	(100%)	▼	
Movement in Leave Reserve (Added Back)		776	776	776	<b>0</b>	(776)	(100%)	▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	<b>0</b>	0			
Movement in Employee Benefit Provisions		0	0	0	<b>0</b>	0			
Rounding Adjustments		0	0	0	<b>0</b>	0			
Movement Due to Changes in Accounting Standards		0	0	0	<b>0</b>	0			
Loss on Asset Revaluation		0	0	0	<b>0</b>	0			
Adjustment in Fixed Assets		0	0	0	<b>0</b>	0			
<b>Amount attributable to operating activities</b>		<b>398,166</b>	<b>398,166</b>	<b>1,531,089</b>	<b>1,521,143</b>				
<b>Investing Activities</b>									
Non-operating Grants, Subsidies and Contributions	13	2,935,614	2,935,614	244,626	<b>0</b>	(244,626)	(100%)	▼	S
Proceeds from Disposal of Assets	7	390,000	390,000	32,498	<b>0</b>	(32,498)	(100%)	▼	S
Land Held for Resale	8	0	0	0	<b>0</b>	0			
Land and Buildings	8	(2,062,128)	(2,062,128)	(31,843)	<b>(1,201)</b>	30,642	96%	▲	S
Plant and Equipment	8	(695,350)	(695,350)	(55,862)	<b>0</b>	55,862	100%	▲	S
Motor Vehicles	8	(267,000)	(267,000)	(7,250)	<b>0</b>	7,250	100%	▲	
Furniture and Equipment	8	0	0	0	<b>0</b>	0			
Infrastructure Assets - Roads	8	(1,875,204)	(1,875,204)	(156,226)	<b>(19,432)</b>	136,794	88%	▲	S
Infrastructure Assets - Footpaths	8	(85,000)	(85,000)	0	<b>0</b>	0			
Infrastructure Assets - Parks & Ovals	8	(250,000)	(250,000)	0	<b>0</b>	0			
Infrastructure Assets - Playground Equipmant	8	0	0	0	<b>0</b>	0			
Infrastructure Assets - Airports	8	0	0	0	<b>0</b>	0			
Infrastructure Assets - Other	8	0	0	0	<b>0</b>	0			
<b>Amount attributable to investing activities</b>		<b>(1,909,068)</b>	<b>(1,909,068)</b>	<b>25,943</b>	<b>(20,632)</b>				
<b>Financing Activities</b>									
Proceeds from New Debentures	9	150,000	150,000	0	<b>0</b>	0			
Repayment of Debentures	9	(46,458)	(46,458)	(3,870)	<b>0</b>	3,870	100%	▲	
Repayment of Lease Financing	9	(10,932)	(10,932)	(910)	<b>(205)</b>	705	77%	▲	
Advances to Community Groups		0	0	0	<b>0</b>	0			
Proceeds from Advances		0	0	0	<b>0</b>	0			
Self-Supporting Loan Principal		9,894	9,894	824	<b>0</b>	(824)	(100%)	▼	
Transfer to Restricted Cash - Other		0	0	0	<b>0</b>	0			
Transfer from Restricted Cash - Other		0	0	0	<b>0</b>	0			
Transfer from Reserves	10	0	0	0	<b>0</b>	0			
Transfer to Reserves	10	(94,258)	(94,258)	(7,850)	<b>0</b>	7,850	100%	▲	
<b>Amount attributable to financing activities</b>		<b>8,246</b>	<b>8,246</b>	<b>(11,806)</b>	<b>(205)</b>				
<b>Closing Funding Surplus(Deficit)</b>	1	<b>1,000</b>	<b>1,000</b>	<b>3,048,883</b>	<b>3,003,962</b>				

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021/22 year is \$10,000 and 10%.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

## SHIRE OF MT MARSHALL

### KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JULY 2021

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

#### PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

#### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

#### SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

### EXPENSES

#### EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

#### OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.



SHIRE OF MT MARSHALL  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

BY NATURE OR TYPE

	Note	Adopted Annual Budget \$	Amended Annual Budget \$	Amended YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
<b>Opening Funding Surplus (Deficit)</b>	1	1,503,656	1,503,656	1,503,656	1,503,656	\$ 0	0%		
<b>Revenue from operating activities</b>									
Rates	6	1,519,248	1,519,248	1,521,792	1,554,913	33,121	2%	▲	
Operating Grants, Subsidies and Contributions	12	1,769,917	1,769,917	244,649	229,206	(15,443)	(6%)	▼	
Fees and Charges		717,422	717,422	142,734	144,877	2,144	2%	▲	
Service Charges		0	0	0	0	0			
Interest Earnings		30,144	30,144	2,509	317	(2,192)	(87%)	▼	
Other Revenue		87,724	87,724	7,305	6,643	(662)	(9%)	▼	
Profit on Disposal of Assets	7	44,000	44,000	3,666	0	(3,666)	(100%)	▼	
Gain FV Valuation of Assets		0	0	0	0	0			
		<b>4,168,455</b>	<b>4,168,455</b>	<b>1,922,655</b>	<b>1,935,957</b>				
<b>Expenditure from operating activities</b>									
Employee Costs		(1,739,249)	(1,739,249)	(152,201)	(133,933)	18,268	12%	▲	\$
Materials and Contracts		(1,530,935)	(1,530,935)	(173,333)	(137,207)	36,126	21%	▲	\$
Utility Charges		(115,900)	(115,900)	(9,633)	(19,474)	(9,841)	(102%)	▼	
Depreciation on Non-Current Assets		(2,906,935)	(2,906,935)	(242,224)	(272,599)	(30,375)	(13%)	▼	\$
Interest Expenses		(40,059)	(40,059)	(3,336)	6,755	10,091	302%	▲	\$
Insurance Expenses		(163,403)	(163,403)	(38,718)	(125,048)	(86,330)	(223%)	▼	\$
Other Expenditure		(137,520)	(137,520)	(11,455)	(5,907)	5,548	48%	▲	
Loss on Disposal of Assets	7	(149,000)	(149,000)	(12,415)	0	12,415	100%	▲	\$
Loss FV Valuation of Assets		0	0	0	0	0			
		<b>(6,783,001)</b>	<b>(6,783,001)</b>	<b>(643,315)</b>	<b>(687,413)</b>				
<b>Operating activities excluded from budget</b>									
Add back Depreciation		2,906,935	2,906,935	242,224	272,599	30,375	13%	▲	\$
Adjust (Profit)/Loss on Asset Disposal	7	105,000	105,000	8,749	0	(8,749)	(100%)	▼	
Movement in Leave Reserve (Added Back)		776	776	776	0	(776)	(100%)	▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
<b>Amount attributable to operating activities</b>		<b>398,166</b>	<b>398,166</b>	<b>1,531,089</b>	<b>1,521,143</b>				
<b>Investing activities</b>									
Non-Operating Grants, Subsidies and Contributions	13	2,935,614	2,935,614	244,626	0	(244,626)	(100%)	▼	\$
Proceeds from Disposal of Assets	7	390,000	390,000	32,498	0	(32,498)	(100%)	▼	\$
Land Held for Resale	8	0	0	0	0	0			
Land and Buildings	8	(2,062,128)	(2,062,128)	(31,843)	(1,201)	30,642	96%	▲	\$
Plant and Equipment	8	(695,350)	(695,350)	(55,862)	0	55,862	100%	▲	\$
Motor Vehicles	8	(267,000)	(267,000)	(7,250)	0	7,250	100%	▲	
Furniture and Equipment	8	0	0	0	0	0			
Infrastructure Assets - Roads	8	(1,875,204)	(1,875,204)	(156,226)	(19,432)	136,794	88%	▲	\$
Infrastructure Assets - Footpaths	8	(85,000)	(85,000)	0	0	0			
Infrastructure Assets - Parks & Ovals	8	(250,000)	(250,000)	0	0	0			
Infrastructure Assets - Playground Equipment	8	0	0	0	0	0			
Infrastructure Assets - Airports	8	0	0	0	0	0			
Infrastructure Assets - Other	8	0	0	0	0	0			
<b>Amount attributable to investing activities</b>		<b>(1,909,068)</b>	<b>(1,909,068)</b>	<b>25,943</b>	<b>(20,632)</b>				
<b>Financing Activities</b>									
Proceeds from New Debentures		150,000	150,000	0	0	0			
Repayment of Debentures	9	(46,458)	(46,458)	(3,870)	0	3,870	100%	▲	
Repayment of Lease Financing	9	(10,932)	(10,932)	(910)	(205)	705	77%	▲	
Advances to Community Groups		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal	9	9,894	9,894	824	0	(824)	(100%)	▼	
Transfer to Restricted Cash - Other		0	0	0	0	0			
Transfer from Restricted Cash - Other		0	0	0	0	0			
Transfer from Reserves	10	0	0	0	0	0			
Transfer to Reserves	10	(94,258)	(94,258)	(7,850)	0	7,850	100%	▲	
<b>Amount attributable to financing activities</b>		<b>8,246</b>	<b>8,246</b>	<b>(11,806)</b>	<b>(205)</b>				
<b>Closing Funding Surplus (Deficit)</b>	1	<b>1,000</b>	<b>1,000</b>	<b>3,048,883</b>	<b>3,003,962</b>				

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021/22 year is \$10,000 and 10%.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

## ADJUSTED NET CURRENT ASSETS

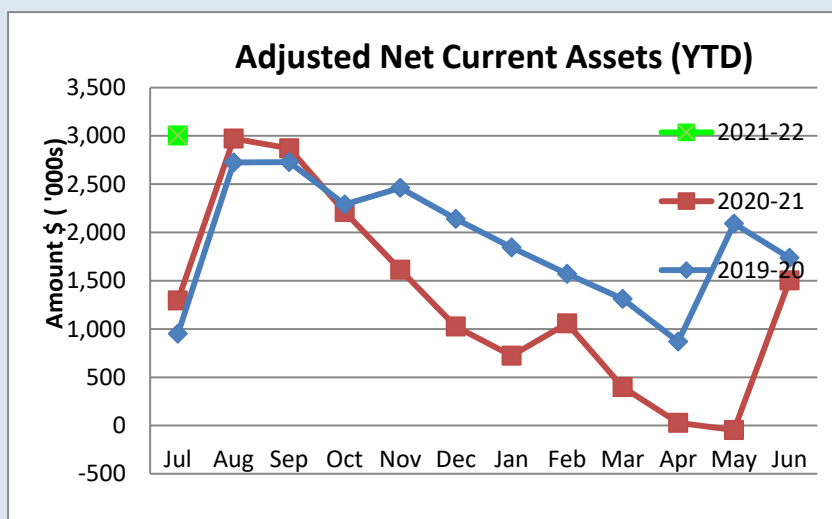
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2021	This Time Last Year 31/07/2020	Year to Date Actual 31/07/2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	2	1,969,767	1,466,455	1,264,367
Cash Restricted - Reserves	2	644,246	1,458,563	644,246
Cash Restricted - General	2	0	0	0
Cash Restricted - Bonds & Deposits	2	13,905	13,694	3,069
Receivables - Rates	3	121,511	122,622	1,741,346
Receivables - Other	3	85,512	48,254	546,945
Inventories	4	5,582	17,589	18,079
		2,840,523	3,127,177	4,218,052
<b>Less: Current Liabilities</b>				
Payables	5	(505,900)	(197,282)	(135,343)
Contract Liabilities	11	(17,418)	(5,129)	(276,036)
Bonds & Deposits	14	(13,905)	(13,694)	(3,069)
Loan and Lease Liability	9	222	(55,051)	427
Provisions	11	(255,449)	(249,325)	(255,449)
		(792,450)	(520,480)	(669,468)
Less: Cash Reserves	10	(644,246)	(1,458,563)	(644,246)
Add Back: Component of Leave Liability not Required to be funded		100,051	99,615	100,051
Add Back: Loan and Lease Liability		(222)	55,051	(427)
Less : Loan Receivable - clubs/institutions		0	(9,524)	0
<b>Net Current Funding Position</b>		<b>1,503,656</b>	<b>1,293,276</b>	<b>3,003,962</b>

## SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

## KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$3. M****Last Year YTD****Surplus(Deficit)****\$1.29 M**

OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS

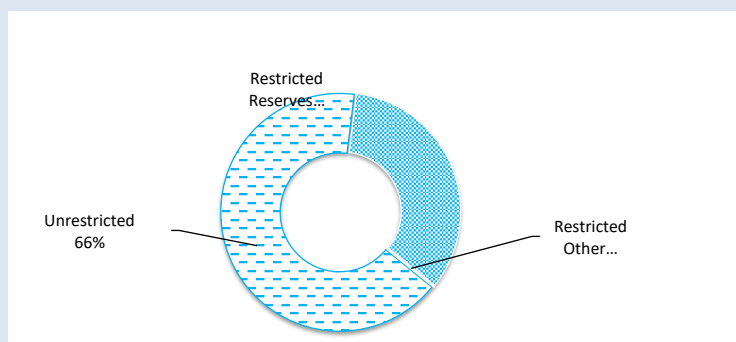
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Cash Floats	300			300	Cash on Hand	Nil	On Hand
<b>At Call Deposits</b>							
Municipal Cash at Bank	1,173,395			1,173,395	Bendigo	0.35%	Ongoing
Little Bees of Bencubbin - Bendigo Bank Account	50,673			50,673	Bendigo	0.00%	Ongoing
Bendigo Bank ATM Float Account	9,090			9,090	Bendigo	0.00%	Ongoing
DC: ATM Float	30,910			30,910	ATM Cash Float	Nil	On Hand
Bonds & Deposits Held in Municipal Bank			3,069	3,069	Bendigo	0.00%	Ongoing
<b>Term Deposits</b>							
Cash at Bank Reserve Funds		644,246		644,246	Bendigo	0.10%	30/06/21
<b>Investments</b>							
<b>Total</b>	<b>1,264,367</b>	<b>644,246</b>	<b>3,069</b>	<b>1,911,682</b>			

## SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

## KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash	Unrestricted
<b>\$1.91 M</b>	<b>\$.64 M</b>

# SHIRE OF MT MARSHALL

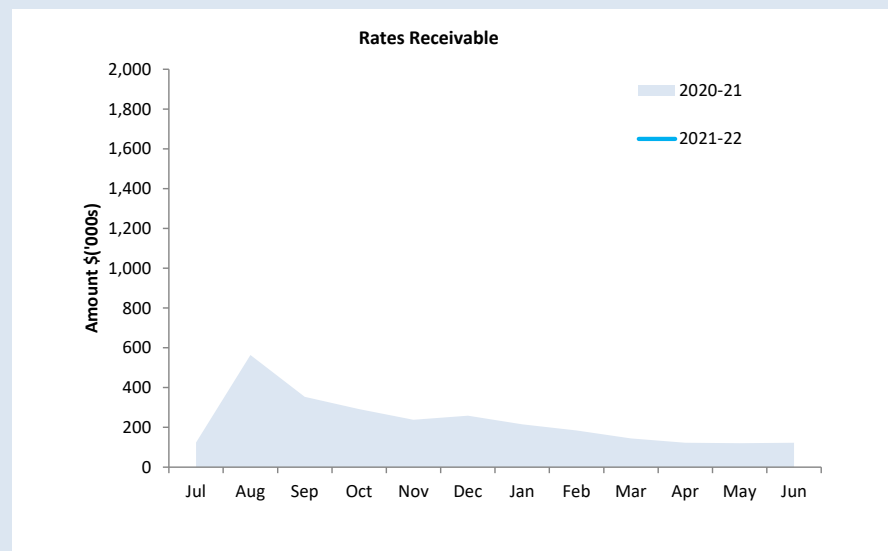
## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2021

## OPERATING ACTIVITIES NOTE 3 RECEIVABLES

Receivables - Rates & Rubbish	30 June 2021	31 Jul 21
	\$	\$
Opening Arrears Previous Years	124,969	123,248
Levied this year	1,499,241	1,537,422
Less Collections to date	(1,500,963)	82,414
Equals Current Outstanding	123,248	1,743,083
<b>Net Rates Collectable</b>	<b>123,248</b>	<b>1,743,083</b>
% Collected	92.41%	-4.96%

### KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

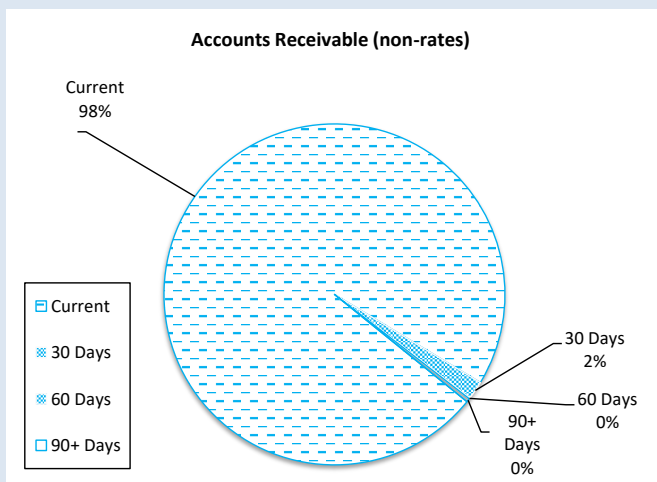


Collected	Rates Due
-5%	\$1,743,083

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	508,489	9,119	432	1,819	519,859
Percentage	98%	2%	0%	0%	
<b>Balance per Trial Balance</b>					
Sundry Debtors					519,859
Receivables - Other					27,087
<b>Total Receivables General Outstanding</b>					<b>546,945</b>
Amounts shown above include GST (where applicable)					

### SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



<b>Debtors Due</b>
<b>\$546,945</b>
<b>Over 30 Days</b>
<b>2%</b>
<b>Over 90 Days</b>
<b>0%</b>

	Opening Balance 1 Jul 2021	Asset Increase	Asset Reduction	Closing Balance 31 Jul 2021
<b>Other Current Assets</b>	\$	\$	\$	\$
<b>Other Financial Assets at Amortised Cost</b>				
Financial assets at amortised cost - self supporting loans	0	0	0	0
<b>Inventory</b>				
Fuel, Visitor and Rec Centres stock on hand	5,582	12,497	0	18,079
<b>Accrued income and prepayments</b>				
Accrued income and prepayments	0	0	0	0
<b>Contract assets</b>				
Contract assets	0	0	0	0
<b>Total Other Current assets</b>				<b>18,079</b>
<b>Amounts shown above include GST (where applicable)</b>				

#### KEY INFORMATION

##### Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

##### Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

##### Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

##### CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

**SHIRE OF MT MARSHALL**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2021**

**OPERATING ACTIVITIES**

**NOTE 5**  
**Payables**

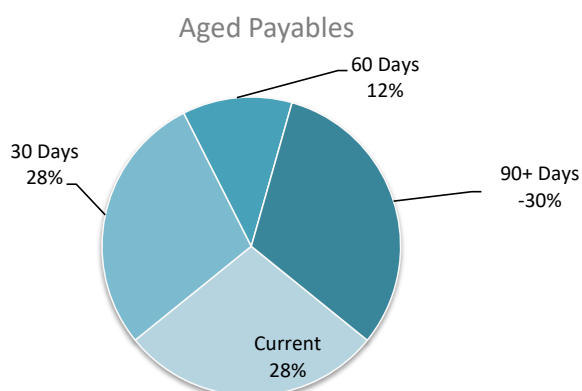
Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	5,784	5,784	2,421	(6,413)	7,577
Percentage	76.3%	76.3%	32%	-84.6%	
<b>Balance per Trial Balance</b>					
Sundry creditors - General					1,793
Other creditors					43,040
Accrued salaries and wages					(176)
ATO liabilities					86,405
Other accruals/payables					4,280
<b>Total Payables General Outstanding</b>					<b>135,343</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

- Current
- 30 Days
- 60 Days
- 90+ Days



**Creditors Due**

**\$135,343**

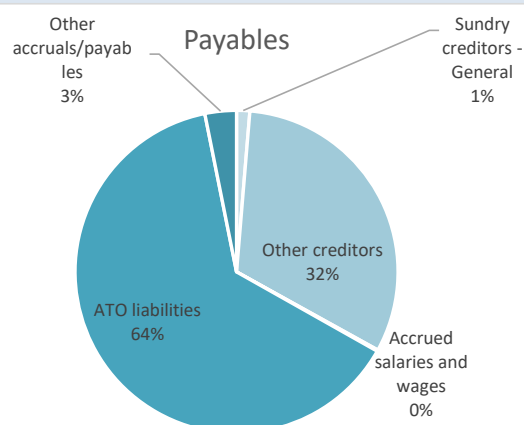
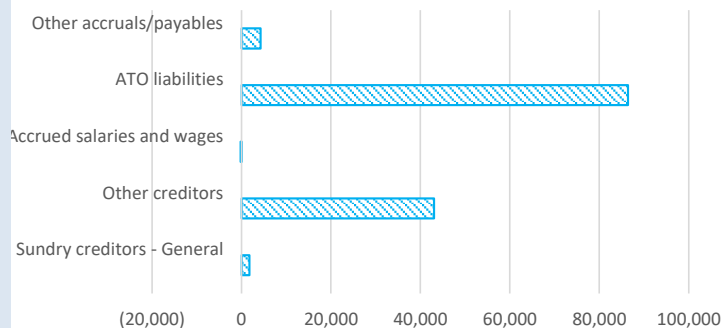
**Over 30 Days**

**24%**

**Over 90 Days**

**-84.6%**

**Payables**



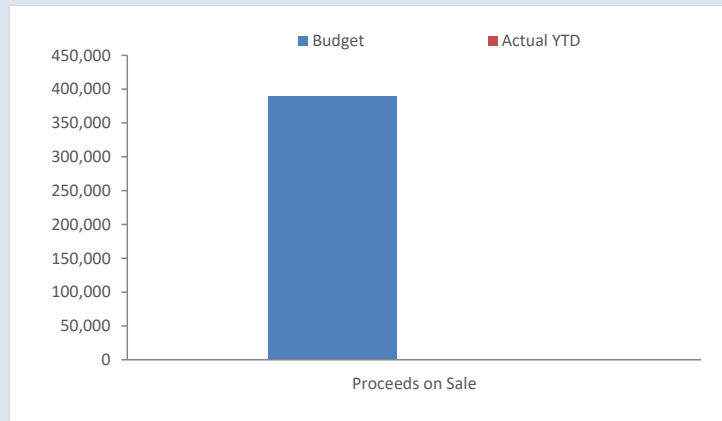
RATE TYPE	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>General Rate</b>											
GRV	0.136363	107	573,680	78,229	0	0	78,229	78,229	0	0	78,229
UV	0.017946	304	78,519,080	1,409,103	0	0	1,409,103	1,409,103	0	0	1,409,103
Mining	0.017946	2	72,875	1,308	0	0	1,308	1,308	0	0	1,308
<b>Sub-Totals</b>		<b>413</b>	<b>79,165,635</b>	<b>1,488,640</b>	<b>0</b>	<b>0</b>	<b>1,488,640</b>	<b>1,488,640</b>	<b>0</b>	<b>0</b>	<b>1,488,640</b>
<b>Minimum Rate</b>	<b>Minimum</b>										
	\$										
GRV	428	38	28,131	16,264	0	0	16,264	16,264	0	0	16,264
UV	428	24	157,339	10,272	0	0	10,272	10,272	0	0	10,272
Mining	428	16	78,204	6,848	0	0	6,848	6,848	0	0	6,848
<b>Sub-Totals</b>		<b>78</b>	<b>263,674</b>	<b>33,384</b>	<b>0</b>	<b>0</b>	<b>33,384</b>	<b>33,384</b>	<b>0</b>	<b>0</b>	<b>33,384</b>
		<b>491</b>	<b>79,429,309</b>	<b>1,522,024</b>	<b>0</b>	<b>0</b>	<b>1,522,024</b>	<b>1,522,024</b>	<b>0</b>	<b>0</b>	<b>1,522,024</b>
Discounts							(54,000)				(2,571)
Rates Written Off							(1,500)				0
<b>Amount from General Rates</b>							<b>1,466,524</b>				<b>1,519,453</b>
Ex-Gratia Rates							17,275				0
Movement in Excess Rates							0				0
Specified Area Rates							35,449				35,460
<b>Total Rates</b>							<b>1,519,248</b>				<b>1,554,913</b>

## SHIRE OF MT MARSHALL

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land and Buildings</b>								
B09014	Bldg - Lot 87 (8) Dunne St, Beacon - Dwelling	67,000	50,000		(17,000)				
L09024	Land - Lot 87 (8) Dunne Street, Beacon	12,000	0		(12,000)				
	<b>Plant and Equipment</b>								
0046	Toyota Prado 2020	50,000	50,000						
0050	2021 Toyota Landcruiser 200 Glx Mm00	80,000	80,000						
0038	Isuzu D Max 2019	27,000	20,000		(7,000)				
0026	Ford Ranger Xls Dual Cab	31,000	30,000		(1,000)				
0021	2017 Mitsubishi Mq Triton Glx Mm178	17,000	10,000		(7,000)				
P12101	2012 Volvo G930 Motor Grader	150,000	50,000		(100,000)				
0007	Side Tipper Trailer	25,000	20,000		(5,000)				
P12062	2008 Hino Fs1Elkd T/A Tip Truck	36,000	80,000	44,000					
		<b>495,000</b>	<b>390,000</b>	<b>44,000</b>	<b>(149,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$390,000</b>	<b>\$0</b>	<b>0%</b>

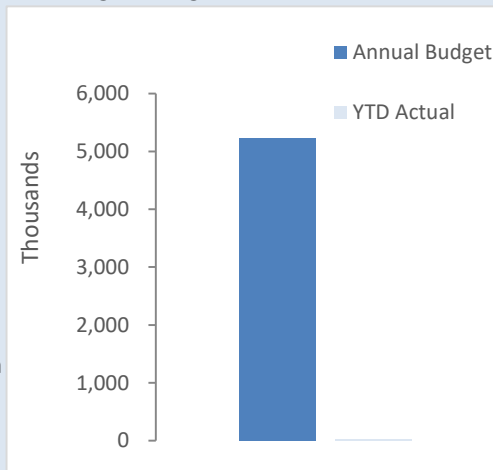


Capital Acquisitions	Adopted	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	2,062,128	31,843	2,062,128	1,201	(30,642)
Plant and Equipment	695,350	55,862	695,350	0	(55,862)
Motor Vehicles	267,000	7,250	267,000	0	(7,250)
Furniture and Equipment	0	0	0	0	0
Infrastructure Assets - Roads	1,875,204	156,226	1,875,204	19,432	(136,794)
Infrastructure Assets - Footpaths	85,000	0	85,000	0	0
Infrastructure Assets - Parks & Ovals	250,000	0	250,000	0	0
Infrastructure Assets - Playground Equipmen	0	0	0	0	0
Infrastructure Assets - Airports	0	0	0	0	0
Infrastructure Assets - Other	0	0	0	0	0
<b>Capital Expenditure Totals</b>	<b>5,234,682</b>	<b>251,181</b>	<b>5,234,682</b>	<b>20,632</b>	<b>(230,549)</b>
<b>Capital acquisitions funded by:</b>					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	2,935,614	244,626	2,935,614	0	(244,626)
Borrowings	150,000	0	150,000	0	0
Other (Disposals & C/Fwd)	390,000	32,498	390,000	0	(32,498)
Council contribution - Cash Backed Reserves					
Various Reserves		0	0	0	0
Council contribution - operations		-25,943	1,759,068	20,632	46,575
<b>Capital Funding Total</b>		<b>251,181</b>	<b>5,234,682</b>	<b>20,632</b>	<b>(230,549)</b>

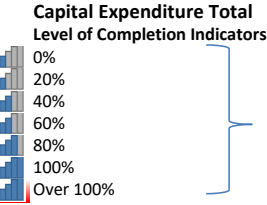
## SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

## KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$5.23 M</b>	<b>\$0.02 M</b>	<b>0%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$2.94 M</b>	<b>\$0. M</b>	<b>0%</b>

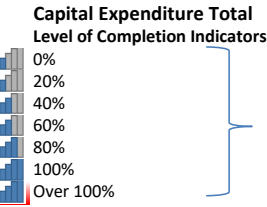


Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

% of  
Completion

Level of completion indicator, please see table at the top of this note for further detail.

				Adopted		Amended		Total YTD	Total Forecast	Variance (Under)/Over
Assets	Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget				
				\$	\$	\$	\$	\$	\$	\$
Buildings										
Law Order & Public Safety										
0.00	Bencubbin Fire Shed - Capital	0513001	9233	BC0501	(605,164)	(605,164)	0	0	(605,164)	0
0.00	Welbungin Fire Shed - Capital	0513001	9233	BC0502	(592,302)	(592,302)	0	0	(592,302)	0
Total - Law Order & Public Safety				(1,197,466)	(1,197,466)	0	0	(1,197,466)	0	0
Other Health										
Total - Other Health				0	0	0	0	0	0	0
Housing										
0.00	93B Monger St, Bencubbin	0913041	9233	BC0904	(5,000)	(5,000)	(416)	0	(5,000)	416
0.00	97A Monger St, Bencubbin	0913041	9233	BC0905	(3,250)	(3,250)	(270)	0	(3,250)	270
0.00	97B Monger St, Bencubbin	0913041	9233	BC0906	(3,250)	(3,250)	(270)	0	(3,250)	270
0.00	Lot 156 Brown St, Bencubbin - Capital Expenditure	0933041	9233	BC0913	(7,800)	(7,800)	(650)	0	(7,800)	650
0.00	Lot 161 Brown Street, Bencubbin Capital Works	0933041	9233	BC0914	(11,000)	(11,000)	(916)	0	(11,000)	916
0.00	Lot 247 Brown St, Bencubbin - Capital Expenditure	0933041	9233	BC0915	(18,000)	(18,000)	(1,500)	0	(18,000)	1,500
0.00	Lot 5 Hammond Street, Bencubbin - Capital Expenditure	0913041	9233	BC0919	(25,000)	(25,000)	(2,083)	0	(25,000)	2,083
0.00	Lot 28 Rowlands St Beacon Capital Works	0933041	9233	BC0930	(6,500)	(6,500)	(541)	0	(6,500)	541
Total - Housing				(79,800)	(79,800)	(6,646)	0	(79,800)	6,646	6,646
Community Amenities										
0.00	Cemetery & Memorial Works	1043001	9233	8549	(5,000)	(5,000)	0	0	(5,000)	0
Total - Community Amenities				(5,000)	(5,000)	0	0	(5,000)	0	0
Recreation And Culture										
0.00	Bencubbin Hall Capital Works	1113041	9233	BC1101	(31,900)	(31,900)	(2,658)	0	(31,900)	2,658
0.00	Beacon Hall/Community Centre Capital Expenditure	1113041	9233	BC1102	(72,758)	(72,758)	0	0	(72,758)	0
0.00	Welbungin Hall - Capital	1113041	9233	BC1104	(40,000)	(40,000)	(3,333)	0	(40,000)	3,333
0.00	Sturt Pea House Improvements	1113044	9233		(13,000)	(13,000)	0	0	(13,000)	0
0.01	Swimming Pool Redevelopment	1123050	9233	8188	(124,204)	(124,204)	0	(817)	(124,204)	(817)
0.00	Bencubbin Community Recreation Centre Capital Expenditure	1193041	9233	8275	(62,500)	(62,500)	0	0	(62,500)	0
0.00	Beacon Bowling Green Capital Expenditure	1193041	9233	8459	(145,000)	(145,000)	(12,083)	0	(145,000)	12,083
0.00	Beacon Recreation Centre Capital Expenditure	1193041	9233	8559	(49,000)	(49,000)	(4,083)	0	(49,000)	4,083
0.00	Wialki Golf Club Capital Expenditure	1193041	9233	9997	(20,000)	(20,000)	(1,666)	0	(20,000)	1,666
Total - Recreation And Culture				(558,362)	(558,362)	(23,823)	(817)	(558,362)	23,006	23,006
Economic Services										
0.00	Sandalwood Shops Capital Expenditure	1353041	9233	8193	(10,000)	(10,000)	(833)	0	(10,000)	833
0.00	Lot 167 (12) Collins St, Bencubbin	1323001	9233	BC1302	(6,500)	(6,500)	(541)	0	(6,500)	541
0.00	Beacon Workers Camp - Capital Expenditure	1389000	9233		(205,000)	(205,000)	0	0	(205,000)	0
Total - Economic Services				(221,500)	(221,500)	(1,374)	0	(221,500)	1,374	1,374
Other Property & Services										
1.00	Beacon Community Bus Shed	1433001	9233	BC1401	0	0	0	(384)	0	(384)
Total - Other Property & Services				0	0	0	(384)	0	(384)	(384)
Total - Buildings				(2,062,128)	(2,062,128)	(31,843)	(1,201)	(2,062,128)	30,642	30,642
Plant & Equipment										
Recreation & Culture										
0.00	Purchase of Plant	1113045	9239		(25,000)	(25,000)	0	0	(25,000)	0
Total - Recreation & Culture				(25,000)	(25,000)	0	0	(25,000)	0	0
Transport										
0.00	Plant Purchases	1223041	9239		(670,350)	(670,350)	(55,862)	0	(670,350)	55,862
Total - Transport				(670,350)	(670,350)	(55,862)	0	(670,350)	55,862	55,862
Total - Plant & Equipment				(695,350)	(695,350)	(55,862)	0	(695,350)	55,862	55,862
Motor Vehicles										
Governance										
0.00	Purchase Vehicle - Admin	0423031	9237		(137,000)	(137,000)	0	0	(137,000)	0
Total - Governance				(137,000)	(137,000)	0	0	(137,000)	0	0
Community Amenities										
0.00	Motor Vehicles Capital Expenditure	0843042	9237		(43,000)	(43,000)	0	0	(43,000)	0
Total - Community Amenities				(43,000)	(43,000)	0	0	(43,000)	0	0
Transport										
0.00	Motor Vehicle Purchases	1223042	9237		(87,000)	(87,000)	(7,250)	0	(87,000)	7,250
Total - Transport				(87,000)	(87,000)	(7,250)	0	(87,000)	7,250	7,250
Total - Motor Vehicles				(224,000)	(224,000)	(7,250)	0	(224,000)	7,250	7,250
Infrastructure - Roads										
Transport										
0.00	Gilham Cooper Rd (SLK 0.00 to 3.00)	1223051	9243	RCC045	(91,000)	(91,000)	(7,581)	0	(91,000)	7,581
0.00	Dalgouring Snake Soak Rd (SLK 5.05 to 8.05)	1223051	9243	RCC046	(88,000)	(88,000)	(7,331)	0	(88,000)	7,331
0.00	Marindo North Rd (SLK 0.00 to 3.00)	1223051	9243	RCC047	(85,000)	(85,000)	(7,081)	0	(85,000)	7,081
0.00	Wren Rd (SLK 1.20 to 3.20)	1223051	9243	RCC048	(58,000)	(58,000)	(4,830)	0	(58,000)	4,830
0.00	Hiscox Rd (SLK 12.00 to 13.72)	1223051	9243	RCC049	(54,000)	(54,000)	(4,497)	0	(54,000)	4,497
0.00	Koorda Bullfinch West (SLK 16.66 to 17.90)	1223031	9243	RRG018	(134,844)	(134,844)	(11,235)	0	(134,844)	11,235
0.00	Koorda Bullfinch East (SLK 46.16 to 47.16)	1223031	9243	RRG019	(159,604)	(159,604)	(13,298)	(64)	(159,604)	13,234
0.04	Scotsmans Rd (SLK 15.79 to 19.69)	1223031	9243	RRG020	(439,710)	(439,710)	(36,640)	(19,368)	(439,710)	17,272
0.00	Bimbijy Rd (SLK 7.93 to 11.08)	1223031	9243	RRG021	(93,699)	(93,699)	(7,808)	0	(93,699)	7,808
0.00	Burakin Wialki Rd (SLK 28.14 to 29.80)	1223031	9243	RRG022	(52,141)	(52,141)	(4,345)	0	(52,141)	4,345
0.00	Burakin Wialki Rd (SLK 46.19 to 47.83)	1223031	9243	RRG023	(51,206)	(51,206)	(4,267)	0	(51,206)	4,267
0.00	Askew Rd (SLK 2.30 to 4.60)	1223021	9243	R2R055	(73,000)	(73,000)	(6,080)	0	(73,000)	6,080



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

% of Completion	Level of completion indicator, please see table at the top of this note for further detail.				Adopted		Amended				
Assets			Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Total Forecast	Variance (Under)/Over
						\$	\$	\$	\$	\$	\$
0.00	<div><div></div><div></div><div></div></div>	Cleary Gabbin Rd (SLK 6.63 to 8.72)	1223021	9243	R2R056	(67,000)	(67,000)	(5,581)	0	(67,000)	5,581
0.00	<div><div></div><div></div><div></div></div>	Bencubbin Kununoppin Rd (SLK 0.00 to 3.00)	1223021	9243	R2R057	(85,000)	(85,000)	(7,080)	0	(85,000)	7,080
0.00	<div><div></div><div></div><div></div></div>	Gabbin Trayning Rd (SLK 18.22 to 20.76)	1223021	9243	R2R058	(72,000)	(72,000)	(5,997)	0	(72,000)	5,997
0.00	<div><div></div><div></div><div></div></div>	Mandiga Marindo Rd (SLK 21.62 to 23.62)	1223021	9243	R2R059	(65,000)	(65,000)	(5,415)	0	(65,000)	5,415
0.00	<div><div></div><div></div><div></div></div>	Job Rd (SLK 8.34 to 9.34)	1223021	9243	R2R060	(30,000)	(30,000)	(2,497)	0	(30,000)	2,497
0.00	<div><div></div><div></div><div></div></div>	Breakell Rd (SLK 16.00 to 17.50)	1223021	9243	R2R061	(47,000)	(47,000)	(3,914)	0	(47,000)	3,914
0.00	<div><div></div><div></div><div></div></div>	Gillett Rd (SLK 31.39 to 36.26)	1223021	9243	R2R062	(129,000)	(129,000)	(10,749)	0	(129,000)	10,749
Total - Transport						(1,875,204)	(1,875,204)	(156,226)	(19,432)	(1,875,204)	136,794
0.01	<div><div></div><div></div><div></div></div>	Total - Infrastructure - Roads				(1,875,204)	(1,875,204)	(156,226)	(19,432)	(1,875,204)	136,794
Infrastructure - Footpaths											
Transport											
0.00	<div><div></div><div></div><div></div></div>	Footpaths Construction	1223055	9245	8552	(85,000)	(85,000)	0	0	(85,000)	0
Total - Transport						(85,000)	(85,000)	0	0	(85,000)	0
0.00	<div><div></div><div></div><div></div></div>	Total - Infrastructure - Footpaths				(85,000)	(85,000)	0	0	(85,000)	0
Infrastructure - Parks & Ovals											
Recreation & Culture											
0.00	<div><div></div><div></div><div></div></div>	Waddouring Dam	1183050	9249	PC001	(160,000)	(160,000)	0	0	(160,000)	0
0.00	<div><div></div><div></div><div></div></div>	Bencubbin Gazebo Area	1183050	9249	PC003	(50,000)	(50,000)	0	0	(50,000)	0
0.00	<div><div></div><div></div><div></div></div>	Botanical Garden Bridge	1183050	9249	PC004	(20,000)	(20,000)	0	0	(20,000)	0
0.00	<div><div></div><div></div><div></div></div>	Billyburning Reserve	1183050	9249	PC005	(20,000)	(20,000)	0	0	(20,000)	0
Total - Recreation & Culture						(250,000)	(250,000)	0	0	(250,000)	0
0.00	<div><div></div><div></div><div></div></div>	Total - Infrastructure - Parks & Ovals				(250,000)	(250,000)	0	0	(250,000)	0
0.00	<div><div></div><div></div><div></div></div>	Grand Total				(5,191,682)	(4,967,682)	(243,931)	(20,632)	(4,967,682)	223,299

(a) Information on Loan Debenture Borrowings

Particulars/Purpose	01 Jul 2021	New Loans			Principal Repayments			Principal Outstanding			Interest & Guarantee Fee Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>													
Loan 124 - Staff House	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Recreation and Culture</b>													
Loan 120 - Bencubbin Multipurpose Complex Redevelopm	370,288.00	0	0	0	0	17,121	17,121	370,288	353,167	353,167	-2,493	14,093	14,093
Loan 121 - Bencubbin Multipurpose Complex Redevelopm	420,533.00	0	0	0	0	19,444	19,444	420,533	401,089	401,089	-2,831	16,005	16,005
Loan 123 - Beacon Camp Kitchen	0.00	0	150,000	150,000	0	0	0	0	150,000	150,000	0	0	0
	790,821.00	0	150,000	150,000	0	36,564	36,564	790,821	904,257	904,257	(5,324)	30,098	30,098
<b>Self supporting loans</b>													
<b>Recreation and Culture</b>													
Loan 122 - Bencubbin Multipurpose Complex Redevelopm	213,990.00	0	0	0	0	9,894	9,894	213,990	204,096	204,096	-1,441	8,144	8,144
	213,990.00	0	0	0	0	9,894	9,894	213,990	204,096	204,096	(1,441)	8,144	8,144
<b>Total</b>	1,004,811.00	0	150,000	150,000	0	46,458	46,458	1,004,811	1,108,353	1,108,353	(6,765)	38,242	38,242
Current loan borrowings	0.00							0					
Non-current loan borrowings	1,004,811.05							1,004,811					
	1,004,811.05							1,004,811					

All debenture repayments were financed by general purpose revenue except the Self Supporting Loan.

(b) Information on Financing

Particulars/Purpose	01 Jul 2021	New Financing			Lease Financing Principal Repayments			Lease Financing Principal Outstanding			Lease Financing Interest Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>													
Lease 1 - Fuji Xerox Docucentre	5,887	0	0	0	205	2,259	2,259	5,682	3,628	3,628	10	86	86
<b>Community Amenities</b>													
Lease 2 - Bencubbin Landfill Site	40,456	0	0	0	0	4,337	4,337	40,456	36,119	36,119	0	865	865
Lease 2 - Beacon Landfill Site	40,456	0	0	0	0	4,337	4,337	40,456	36,119	36,119	0	865	865
	86,799	0	0	0	205	10,932	10,932	86,594	75,867	75,867	10	1,817	1,817
<b>Total</b>	86,799	0	0	0	205	10,932	10,932	86,594	75,867	75,867	10	1,817	1,817
Current financing borrowings	-222							-427					
Non-current financing borrowings	87,021							87,021					
	86,799							86,594					

SHIRE OF MT MARSHALL  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

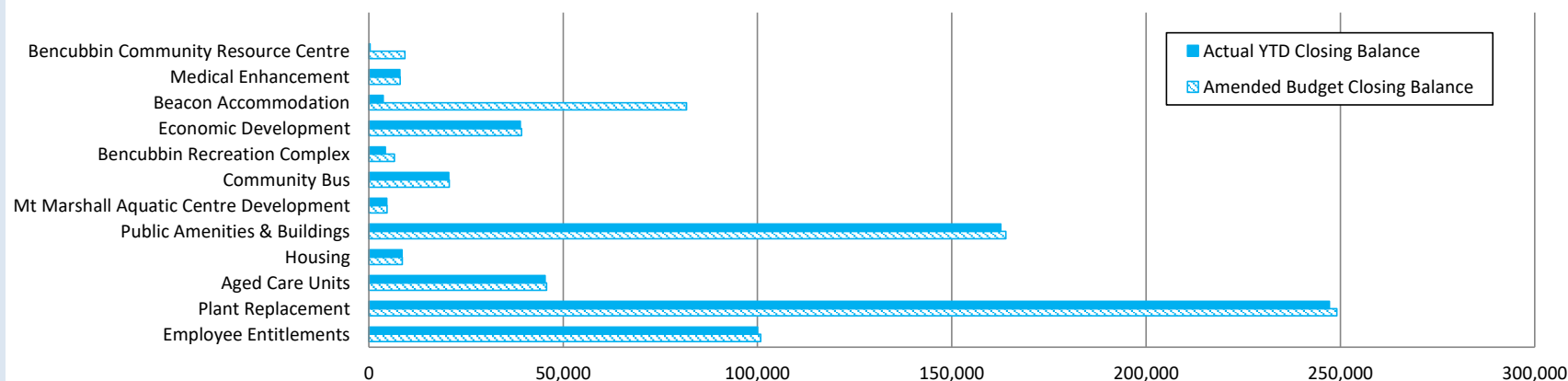
OPERATING ACTIVITIES  
NOTE 10  
CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee Entitlements	100,051	776	0	0	0	0	0	100,827	100,051
Plant Replacement	247,173	1,918	0	0	0	0	0	249,091	247,173
Aged Care Units	45,368	352	0	0	0	0	0	45,720	45,368
Housing	8,569	67	0	0	0	0	0	8,636	8,569
Public Amenities & Buildings	162,648	1,262	0	0	0	0	0	163,910	162,648
Mt Marshall Aquatic Centre Development	4,640	36	0	0	0	0	0	4,676	4,640
Community Bus	20,557	160	0	0	0	0	0	20,717	20,557
Bencubbin Recreation Complex	4,271	33	0	2,258	0	0	0	6,562	4,271
Economic Development	38,971	302	0	0	0	0	0	39,273	38,971
Beacon Accommodation	3,719	29	0	78,000	0	0	0	81,748	3,719
Medical Enhancement	7,981	62	0	0	0	0	0	8,043	7,981
Bencubbin Community Resource Centre	297	3	0	9,000	0	0	0	9,300	297
	<b>644,246</b>	<b>5,000</b>	<b>0</b>	<b>89,258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>738,504</b>	<b>644,246</b>

KEY INFORMATION

Note 9 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MT MARSHALL  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2021	Liability Increase	Liability Reduction	Closing Balance 31 Jul 2021
		\$	\$	\$	\$
<b>Contract Liabilities</b>					
Unspent grants, contributions and reimbursements					
- operating	12	12,199	10,298	0	22,498
- non-operating	13	5,219	248,319	0	253,538
<b>Total unspent grants, contributions and reimbursements</b>		<b>17,418</b>	<b>258,617</b>	<b>0</b>	<b>276,036</b>
<b>Provisions</b>					
Annual leave		117,823	0	0	117,823
Long service leave		137,625	0	0	137,625
<b>Total Provisions</b>		<b>255,449</b>	<b>0</b>	<b>0</b>	<b>255,449</b>
<b>Total Other Current Liabilities</b>					<b>531,484</b>
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

**Short-term employee benefits**

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

**Other long-term employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF MT MARSHALL  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

NOTE 12  
OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2021	Current Liability 31 Jul 2021	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating Grants and Subsidies</b>									
<b>General purpose funding</b>									
Grants Commission - Roads (WALGGC)	0	0	0	0	0	498,000	498,000	0	0
Grants Commission - General (WALGGC)	0	0	0	0	0	785,000	785,000	0	0
<b>Law, order, public safety</b>									
DFES Grant - Operating Bush Fire Brigade	0	0	0	0	0	85,969	85,969	7,164	0
<b>Education and welfare</b>									
Dept of Communities Family Support Grant	0	10,298	0	10,298	10,298	41,194	41,194	3,432	0
<b>Community amenities</b>									
State NRM Grants - Community Stewardship	12,199	0	0	12,199	12,199	29,788	29,788	2,482	0
Container Deposit Scheme	0	0	0	0	0	6,900	6,900	575	0
Community Garden's Grant	0	0	0	0	0	15,000	15,000	1,250	0
<b>Recreation and culture</b>									
Watch Around Water Grant Income	0	0	0	0	0	0	0	0	0
Grant - Indoor Cricket Nets	0	0	0	0	0	500	500	41	0
<b>Transport</b>									
Direct Grant (MRWA)	0	0	0	0	0	229,206	229,206	229,206	229,206
DRFAWA Funding	0	0	0	0	0	72,360	72,360	0	0
	12,199	10,298	0	22,498	22,498	1,768,917	1,768,917	244,566	229,206
<b>Operating Contributions</b>									
<b>Governance</b>									
Community Event Contributions	0	0	0	0	0	1,000	1,000	83	0
	0	0	0	0	0	1,000	1,000	83	0
<b>TOTALS</b>	12,199	10,298	0	22,498	22,498	1,769,917	1,769,917	244,649	229,206

**SHIRE OF MT MARSHALL**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2021**

**NOTE 13**

**NON-OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2021	Current Liability 31 Jul 2021	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-Operating Grants and Subsidies</b>									
<b>Law, order, public safety</b>									
DFES Capital Grant	0	0	0	0	0	1,169,466	1,169,466	97,455	0
<b>Community amenities</b>									
<b>Recreation and culture</b>									
LRCIP Waddouring Dam Income	0	0	0	0	0	275,000	275,000	22,916	0
LRCIP Beacon Recreation Centre Income	0	0	0	0	0	46,500	46,500	3,875	0
LRCIP Beacon Bowling Green Income	0	0	0	0	0	117,819	117,819	9,818	0
LRCIP Bencubbin Hall	0	0	0	0	0	31,900	31,900	2,658	0
LRCIP Beacon Hall	0	0	0	0	0	72,758	72,758	6,063	0
LRCIP Welbungin Hall	0	0	0	0	0	40,000	40,000	3,333	0
<b>Transport</b>									
Koorda Bullfinch Rd SLK 16.66 -17.90 (RRG) Income	0	35,958	0	35,958	35,958	89,895	89,895	7,491	0
Koorda Bullfinch Rd SLK 46.16 - 47.16 (RRG) Income	0	42,561	0	42,561	42,561	106,402	106,402	8,866	0
Scotsman Rd SLK 15.79 - 19.69 (RRG) Income	0	117,255	0	117,255	117,255	293,137	293,137	24,428	0
Bimbijy Rd SLK 7.93 - 11.08 (RRG) Income	0	24,986	0	24,986	24,986	62,465	62,465	5,205	0
Burakin Wialki Rd SLK 28.14 - 29.8 (RRG) Income	0	13,904	0	13,904	13,904	34,760	34,760	2,896	0
Burakin Wialki Rd SLK 46.19 - 47.83 (RRG) Income	0	13,655	0	13,655	13,655	34,137	34,137	2,844	0
Askew Rd SLK 2.30 - 4.60 (R2R) Income	0	0	0	0	0	73,000	73,000	6,083	0
Cleary Gabbin Rd SLK 6.63 - 8.72 (R2R) Income	0	0	0	0	0	67,000	67,000	5,583	0
Bencubbin Kununoppin Rd SLK 0.00 - 3.00 (R2R) Income	0	0	0	0	0	85,000	85,000	7,083	0
Gabbin Trayning Rd SLK 18.22 - 20.76 (R2R) Income	0	0	0	0	0	72,000	72,000	6,000	0
Mandiga Marindo Rd SLK 21.62 - 23.62 (R2R) Income	0	0	0	0	0	65,000	65,000	5,416	0
Job Rd SLK 8.34 - 9.34 (R2R) Income	0	0	0	0	0	30,000	30,000	2,500	0
Breakell Rd SLK 16.00 - 17.50 (R2R) Income	0	0	0	0	0	47,000	47,000	3,916	0
Gillett Rd SLK 31.39 - 36.26 (R2R) Income	0	0	0	0	0	117,156	117,156	9,763	0
LRCIP Beacon Airstrip Income	5,219	0	0	5,219	5,219	5,219	5,219	434	0
	<b>5,219</b>	<b>248,319</b>	<b>0</b>	<b>253,538</b>	<b>253,538</b>	<b>2,935,614</b>	<b>2,935,614</b>	<b>244,626</b>	<b>0</b>
<b>Total Non-operating grants, subsidies and contributions</b>	<b>5,219</b>	<b>248,319</b>	<b>0</b>	<b>253,538</b>	<b>253,538</b>	<b>2,935,614</b>	<b>2,935,614</b>	<b>244,626</b>	<b>0</b>



## SHIRE OF MT MARSHALL

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021NOTE 14  
BONDS & DEPOSITS AND TRUST FUNDS

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Trust funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2021	Amount Received	Amount Paid	Closing Balance 31 Jul 2021
	\$	\$	\$	\$
<b>Restricted Cash - Bonds and Deposits</b>				
Police Licensing	10,836.62	4,192.15	(15,028.60)	0.17
Aged Care Beautification	828.83	0.00	0.00	828.83
Unclaimed Monies	1,239.90	0.00	0.00	1,239.90
Tree Planting Nursery	1,000.00	0.00	0.00	1,000.00
Emergency Services Levy Payments	0.00	0.00	0.00	0.00
<b>Sub-Total</b>	<b>13,905.35</b>	<b>4,192.15</b>	<b>(15,028.60)</b>	<b>3,068.90</b>
<b>Trust Funds</b>				
Housing Bonds	10,020.00	0.00	0.00	10,020.00
Staff Social Club	1,204.16	0.00	(445.00)	759.16
Bonds Other	10,950.00	20.00	(30.00)	10,940.00
<b>Sub-Total</b>	<b>22,174.16</b>	<b>20.00</b>	<b>(475.00)</b>	<b>21,719.16</b>
	<b>36,079.51</b>	<b>4,212.15</b>	<b>(15,503.60)</b>	<b>24,788.06</b>

## KEY INFORMATION

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2021/22 year is \$10,000 and 10%.

Reporting Program	Var. \$	Var. %	Var. ▲▼	Significant Var. \$	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>	\$	%				
Governance	618	35%	▲			
General Purpose Funding - Rates	32,996	2%	▲			
General Purpose Funding - Other	(2,335)	(88%)	▼			
Law, Order and Public Safety	(7,227)	(98%)	▼			
Health	117	15%	▲			
Education and Welfare	(1,092)	(11%)	▼			
Housing	(783)	(6%)	▼			
Community Amenities	(1,502)	(2%)	▼			
Recreation and Culture	7,203	300%	▲			
Transport	(3,706)	(2%)	▼			
Economic Services	(11,152)	(37%)	▼	\$	Timing	Bencubbin & Beacon Workers Camp income under budget - seasonal
Other Property and Services	164	5%	▲			
<b>Expenditure from operating activities</b>						
Governance	(5,455)	(7%)	▼			
General Purpose Funding	(419)	(6%)	▼			
Law, Order and Public Safety	(8,045)	(35%)	▼			
Health	173	2%	▲			
Education and Welfare	4,366	14%	▲			
Housing	(6,658)	(31%)	▼			
Community Amenities	8,962	29%	▲			
Recreation and Culture	(8,992)	(9%)	▼			
Transport	(631)	(0%)	▼			
Economic Services	721	2%	▲			
Other Property and Services	(28,121)	(70%)	▼	\$	Timing	PWO and POC
<b>Investing Activities</b>						
Non-operating Grants, Subsidies and Contributions	(244,626)	(100%)	▼	\$	Timing	Contract Liabilities - Road grant income unable to be recognised until expenditure level reached
Proceeds from Disposal of Assets	(32,498)	(100%)	▼	\$	Timing	Assets not yet disposed
Land Held for Resale	0					
Land and Buildings	30,642	96%	▲	\$	Timing	Timing of projects awaiting contractor input
Plant and Equipment	55,862	100%	▲	\$	Timing	Awaiting dates from WS as to when plant will be changed over
Furniture and Equipment	0					
Infrastructure Assets - Roads	136,794	88%	▲	\$	Timing	Timing of construction works
Infrastructure Assets - Footpaths	0					
Infrastructure Assets - Parks & Ovals	0					
Infrastructure Assets - Airports	0					
Infrastructure Assets - Other	0					
<b>Financing Activities</b>						
Proceeds from New Debentures	0					
Repayment of Debentures	3,870	100%	▲			
Repayment of Lease Financing	705	77%	▲			
Advances to Community Groups	0					
Proceeds from Advances	0					
Self-Supporting Loan Principal	(824)	(100%)	▼			
Transfer to Restricted Cash - Other	0					
Transfer from Restricted Cash - Other	0					
Transfer from Reserves	0					
Transfer to Reserves	7,850	100%	▲			

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2021/22 year is \$10,000 and 10%.

Reporting Program	Var. \$	Var. %	Var. ▲▼	Significant Var. \$	Timing/ Permanent	Explanation of Variance
Reporting Nature or Type	Var. \$	Var. %	Var. ▲▼	Significant Var. \$	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>						
Rates	33,121	2%	▲			
Operating Grants, Subsidies and Contributions	(15,443)	(6%)	▼			
Fees and Charges	2,144	2%	▲			
Service Charges	0					
Interest Earnings	(2,192)	(87%)	▼			
Other Revenue	(662)	(9%)	▼			
Profit on Disposal of Assets	(3,666)	(100%)	▼			
Gain FV Valuation of Assets	0					
<b>Expenditure from operating activities</b>						
Employee Costs	18,268	12%	▲	\$		
Materials and Contracts	36,126	21%	▲	\$		
Utility Charges	(9,841)	(102%)	▼			
Depreciation on Non-Current Assets	(30,375)	(13%)	▼	\$		
Interest Expenses	10,091	302%	▲	\$		
Insurance Expenses	(86,330)	(223%)	▼	\$		
Other Expenditure	5,548	48%	▲			
Loss on Disposal of Assets	12,415	100%	▲	\$		
Loss FV Valuation of Assets	0					



# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

SHIRE OF  
MT MARSHALL  
Received  
- 6 AUG 2021  
File No: \_\_\_\_\_  
Officer: \_\_\_\_\_  
Copy: \_\_\_\_\_

## Club Support Funding Request APPLICATION FORM

Applications close at 4.00pm on Friday 6<sup>th</sup> August 2021. Applications must be received by this time, late submissions will not be considered.

Applications to be lodged via one of the following options;

- Email - [cdo@mtmarshall.wa.gov.au](mailto:cdo@mtmarshall.wa.gov.au)
- Post - PO Box 20, Bencubbin 6477
- In person - to the Shire of Mt Marshall, 80 Monger Street, Bencubbin 6477

Please ensure you are eligible for this funding by checking the following;

### Requirements:

- Clubs must be based within the Shire of Mt Marshall
- Clubs must be incorporated
- Clubs must provide **two** most recent endorsed Financial Statement
- Projects must meet at least one of the priority funding areas outlined in the guidelines

### Ineligible

- Individuals or personal projects
- Reimbursement for paying players
- Projects that will incur ongoing operating costs
- Funding prizes or competitions

## Club Information

Name of Club: *Bencubbin Community Recreation Council*

Committee Members: President: *Peter Waters*  
Secretary: *Tracey Tranter*  
Treasurer: *Bencubbin CRC-Sharon Kett*

Year of Establishment:

No. of members in 20/21: *Sporting/Community Clubs represented*  
*Bencubbin Football Club*  
*Bencubbin Netball Club*  
*Bencubbin Hockey Club*  
*Bencubbin Bowling Club (Mens & Ladies)*  
*Mt Marshall & Districts Agricultural Society*





# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

Contact Person: Peter Waters  
Phone Number: 0428 832 055  
Email: Pandswaters @bigpond.com  
Address: Bencubbin-Kellerberrin Rd, BENCUBBIN WA 6477

## Project Information

**Project Title:** Bain Marie for Bencubbin Community Recreation Centre

**Description of Project:**

*To purchase a new Bain Maire for the Bencubbin Recreation Complex to be used by all the clubs and groups hiring the facility. The current Bain Marie is aged and there is the need to upgrade the equipment. The bain marie is a necessity on winter sports days and any other event being held at the Complex where food is being prepared and served. This includes events such as the Mt Marshall Community Show and the WAORRA.*

*A bain marie makes it possible to be able to serve meals to large crowds. Without it, it would prove difficult for our clubs and community groups to be able to make and keep warm the large quantities of food. It would also be convenient to have a trolley for the bain marie to sit on so that it can be used out in the function room as a buffet/self serve option or put away in storage to make more space in the kitchen if it is not required.*

**Please describe the desired outcomes for this project and how will the success of these outcomes will be measured?**

*To purchase a bain marie that will be available to all groups & organisation that utilise the kitchen facility at the Bencubbin Complex for catering.*

*It will enable clubs and groups to keep large quantities of food warm once prepared so that they can serve hundreds of meals in a short period of time.*

*Enable our groups to be able to raise funds from catering jobs in the community.*

*The kitchen is equipped with equipment that will encourage caterers to attend events as required.*

*Enable the Bencubbin Complex to continue to be a great venue for locals and outsiders to utilise for events, sporting fixtures, funerals, weddings, community shows and more.*

*The outcome will be measured by the clubs still being able to offer catering to large groups of people on home sporting fixtures and other events such as the WA Off Road Race as they have the equipment that will allow them to produce and keep warm large quantities of food.*



# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

**Please explain how you identified that this project is needed within your club and/or community?**

*The current bain marie has started to show signs of needing replacement. It has been playing up during this years winter sports fixtures. It has been checked by an electrician who has done his best to keep the bain marie operating for the remainder of the season however we have been told that due to the age of the machine, we need to consider options to upgrade the equipment.*

*We have discussed the importance of the bain marie with the winter sporting clubs who all agree that it is a vital piece of equipment for the catering they do throughout the year. They have also suggested that a table/bench on wheels would be handy to be able to move the equipment around and to put the bain marie out in the function room so that a buffet style meal could be organised.*

**Who will benefit from this project and why?**

*Local community groups and sporting clubs that rely on the equipment to provide catering at events and functions will benefit. Catering is one of the main income sources that the sporting clubs and community groups rely on to cover their annual operating costs.*

*Without the bain marie, it would make it very difficult to be able to cater for the large crowds. It will also make it very difficult to keep any food warm as using the ovens normally results in food being overcooked and unusable.*

*The bain marie will be available for use by anyone who hires the kitchen facility from the Shire of Mt Marshall. The equipment makes the facility more attractive to contract caterers who may be hired to provide service at any event held at the facility, whether it be a Shire event or other corporate or not for profit group wanting to host an event in Bencubbin.*

**What planning has occurred for this project? (i.e. quotes, works undertaken etc.)**

*We have spoken with Graham Tarr at KTY Electrical to get advice on the bain marie.  
We have spoken with the catterring coordinators from the winter sports sporting clubs.  
We have explored different companies and products available to us to find the product that is right for our needs.*

**How will your club be contributing to this project? (i.e. financially, volunteers etc.)**

*Volunteers will be managing their project as in-kind contribution towards the project.  
Our volunteers will also pick up the equipment from Perth, transport to and unpack at the Bencubbin Recreation Complex. This saves funds on paying for freight for the equipment.*





# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

**Please describe any partnerships with other clubs or organisations involved in planning, funding or implementing your project?**

*The Bencubbin Community Recreation Council is a committee made up of representatives from the Bencubbin Football, Netball, Hockey, Bowling clubs and the Mt Marshall & Districts Agricultural Society. Each of these groups have been verbally consulted with in regards to the bain marie.*

**Will this project incur ongoing costs? If so, how will these be funded?**

*The project is for the purchase of equipment. Although the new equipment should hold warranties, into the future there may be a need for maintenance or repairs in which case the Bencubbin Community Recreation Council will be responsible for.*

**Can you demonstrate your clubs ability to manage the project? (volunteer skills, experience and knowledge)**

*Our committee and members have a great deal of experience in being able to deliver a project of this size. We have received funding applications in the past and have successfully completed all the requirements of the funding agreement.*

*Our committee has a great deal of experience in budgeting, project management and administration. We feel more than confident that we have the ability to deliver this project on time and within budget.*



# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

## Budget

Budget Item	Club Support Funding	Your Clubs Cash	Your Clubs In Kind	Sources of other Cash or in-kind
<i>What is the funding to be spent on</i>	<i>Proposed expenditure of the Club Support Fund (Shire of Mt Marshall)</i>	<i>Proposed expenditure of your clubs cash.</i>	<i>Proposed in-kind contribution by your club</i>	<i>Sources of sponsorship, funding or in-kind services from other organisations.</i>
Bain Marie With trays	\$2073.83	\$	\$	\$
Movable Bench	\$1038.00	\$	\$	\$
Project Management (10hrs @ \$25/hr)	\$	\$	\$250.00	\$
Pick Up and Delivery	\$	\$	\$800.00	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
<b>TOTAL</b>	<b>\$3111.00</b>	<b>\$</b>	<b>\$1,050.00</b>	<b>\$</b>

*\*Please insert more rows if required.*

<b>Total Project Cost</b>	<b>\$4,161.00</b>
---------------------------	-------------------

Please list other sources of Cash/In-kind towards the project?

Organisation	In-Kind Amount	Cash Amount
	\$	\$
	\$	\$





# Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

Is your Club registered for GST?

YES

Please include Quotes for the project as attachments to this application.

If successful in your application to the Club Support Fund, you agree that any overruns or unexpected expenditure will be met and funded by your Club.

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## Required attachments

- ☒ Certificate of Incorporation
- ☒ Two most recent endorsed financial statement
- ☒ Quotes for your project
- ☐ Any other supporting documentation you wish to include

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Please ensure you have completed all parts of the application. Any ineligible applications will be advised of this fact in writing. Council will assess all applications at the August 2021 Meeting of Council. Successful applicants will be notified in writing and must acquit the funding by June 30 2022 unless otherwise agreed.

Name: Peter Waters

Signature:

Position in Organisation: President

Date: 06/08/2021

*I agree to all the terms outlined in the Guidelines and Application Form for the Club Assistance Fund.*

3 Items in Cart

^

PRODUCT NAME	QTY	SUBTOTAL
<div></div> <div><u>BM14TD</u> <u>Heated</u> <u>8 x ½</u> <u>Pan</u> <u>Bain</u> <u>Marie</u> <u>Angled</u> <u>Coun-</u> <u>tertop</u> <u>Display</u></div>	<div><div>-</div><div>1</div><div>+</div></div>	Incl. Tax: \$1,868.9
<div></div> <div><u>GN12100</u> <u>1/2 x 100</u> <u>mm</u> <u>Gastro-</u> <u>norm</u> <u>Pan</u> <u>Aus-</u> <u>tralian</u> <u>Style</u></div>	<div><div>-</div><div>5</div><div>+</div></div>	Incl. Tax: \$79.04
<div></div> <div><u>Aus-</u> <u>tralian</u> <u>style</u> <u>GN pan</u> <u>1/1</u> <u>100mm</u> <u>depth -</u> <u>GN111100</u></div>	<div><div>-</div><div>5</div><div>+</div></div>	Incl. Tax: \$125.89

- ☐ Create account
- ☒ My billing and shipping address are the same

**SHIPPING METHODS****\$0.00**

Shipping



This shipping method is not available, please fill all required address fields. If you have any questions or need further help, please contact us at 02 8859 2500 or [sales@leadingcatering.com.au](mailto:sales@leadingcatering.com.au)

**\$0.00**

Free

Store Pick-Up

Comments

**PAYMENT METHODS**

Own it now, pay later



PayPal &amp; Credit Card Checkout


[What is PayPal?](#)

Bank Transfer Payment

Apply Discount Code


**ORDER SUMMARY**

1300 272 926 (tel:1300272926)

 Your Local Brayco

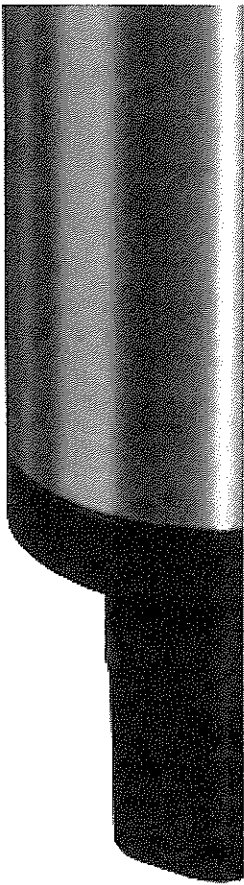
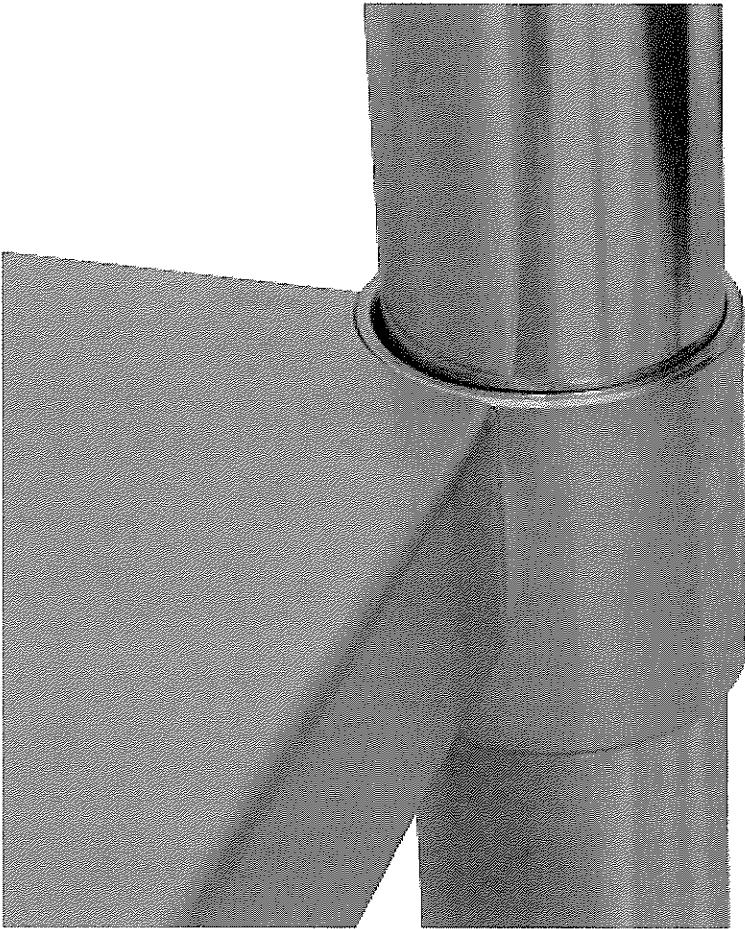


Commercial grade stainless steel Benches, Sinks and Shelves at everyday low prices.

 Search

1 Items

Menu





A.73/78

DUPLICATE

Form 5



Certificate of Incorporation

Associations Incorporation Act, 1895-1969  
Section 3 (3)

These are to Certify that

..

THE BENCUEBIN COMMUNITY RECREATION COUNCIL

has this day been incorporated as an Association under the provisions of  
the Associations Incorporation Act, 1895-1969.

Dated this twentyeighth day of July, 19 78



Deputy

*R. W. Jones*  
COMMISSIONER FOR CORPORATE  
AFFAIRS.

# Bencubbin Community Recreation Council

Annual Financial Statement July 2018 to June 2019

## Income

ATO	986.00
Bar Takings WAORRA	10,904.50
Catering Income	1,298.50
Donation	1,200.00
Equipment Hire	65.00
Float Return	2,700.00
Grain Income	66,392.79
Hessian Bags	208.00
Hire Fees	9,214.00
Insurance Refund	927.21
Interest	37.96
Lotterywest Grant	32,224.50
Meals Catering	74.40
Refund	10.00

## Expenses

Administration Costs	42.00
ATO	7,042.00
Bar Expenses	382.99
Booking Officer & Treasurer	740.00
Catering	381.60
Cleaning Equipment	393.36
Complex Reconstruction	1,050.00
Crop Insurance	927.21
Crop Lease	5,500.00
Electricity	9,050.51
Equipment	32,398.17
Float for Bar	2,700.00
Freight & Cartage	1,759.57
Loan Repayment	18,038.32
Postage	15.20
Printing & Stationery	26.80
Refill of Gas	122.95
Refund	10.00
Solar Panels	7,967.18
Transfer to Term Deposit	100,000.00

Total Income 126,242.86

Total Expense 188,547.86

## Bank Reconciliation as at 30th June, 2019

Opening Balance as at 1st July, 2018	\$ 85,577.45
Add Receipts	\$126,242.86
Total	<u>\$ 211,820.31</u>
Less Payments	<u>\$188,547.86</u>
	<u><u>\$23,272.45</u></u>

Balance as per Bank Statement 30th June, 2019 \$ 23,117.45

Add Uncleared Deposit	\$ 55.00
Add Presented Cheque 727 from Previous Year	\$ 100.00
	<u>\$ 23,272.45</u>

Balance as per Term Deposit \$ 100,000.00

I hereby certify that I have perused the Books and Accounts of the Bencubbin Community Recreation Council Inc. and have found them to be a true and correct record as presented.

  
Katharine Spencer

Date

15/8/2019



# Bencubbin Community Recreation Council

For General Meeting

Financial Statement as at 30th June 2020

## Income

Agistment	1,815.00
Bar Takings	200.00
Catering Income	2,483.14
Equipment Hire	20.00
Float Return	700.00
Grain Income	45,046.18
Grants (Projector)	1,086.00
Hire Fees	1,322.00
Interest Term Deposit	1,862.43
Donation	200.00
ATO Refund	470.00

## Expenses

Cleaning Equipment	259.88
Bar Takings (Rally)	7,059.83
Catering	713.81
Booking officer & Treasurer Fee	400.00
Crop Insurance	740.96
Crop Lease	5,500.00
Projector (Grant)	1,086.00
Electricity	3,761.19
Float	700.00
CBH Storage Fees	3,184.83
Insurance	1,618.34
Loan Repayment (Complex)	18,038.32
Printing	19.65
Postage	6.00
Tax/BAS	4,781.00

**Total Income**

**55,204.75**

**Total Expense**

**47,869.81**

## Bank Reconciliation as at 30th June, 2020

Opening Balance as at 1st July, 2019	\$ 23,117.45
Add Receipts	\$ 55,204.75
Total	\$ 78,322.20
Less Payments	\$ 47,869.81
	<b><u>\$ 30,452.39</u></b>

Balance as per Bank Statement 30th June, 2020

**\$ 30,452.39**

Balance of Term Deposit

**\$ 100,000.00**

I, Katharine Spencer have perused the books of the Bencubbin Community Recreation Council and found them to be a true and correct record as presented.

Signed:

*K Spencer*

Date:

*19/10/2020*

## CLUB SUPPORT FUNDING 2021/22– ASSESSMENT SHEET

Applicant: Bencubbin Community Recreation Council

Project Name: Bain Marie & Trolley

Project Cost: \$4,161.00

Funding Requested: \$3,111.00

If the applicant located within the Shire of Mt Marshall

YES/NO

Has the applicant attached

Certificate of Incorporation	<u>YES</u> /NO
2 previous Financial Year Statements	<u>YES</u> /NO
Quotes	<u>YES</u> /NO
Other attachments	<u>YES</u> /NO
What are the other attachments? <u>N/A</u>	

Has the project met one of the three funding priority areas?

YES/NO

If yes please indicate which one

Purchase additional or better quality equipment that will encourage greater participation in sporting activities or assist in reducing the strain on local volunteers.	Activities, events or programs that encourage growth/professional development or increased participation within local sport and recreation clubs.	Develop new or upgrade or maintain existing facilities to provide good quality and high standard of facilities for the community.
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If no, is this something that is still viewed as an important project even know it does not fit within the funding priority area?

N/A



## CLUB SUPPORT FUNDING 2021/22– ASSESSMENT SHEET

### Assessment Criteria

CRITERIA	YES OR NO	RATING (1-10)
Does the project fall in line with at least one of the priority funding areas	<input checked="" type="checkbox"/> YES/NO	9
Does the project fall in line with the current Sport and Recreation Master Plan or the Community Strategic Plan	<input checked="" type="checkbox"/> YES/NO	8
Does the project encourage participation and use of local sporting facilities	<input checked="" type="checkbox"/> YES/NO	8
Will the project provide long lasting benefits to the community	<input checked="" type="checkbox"/> YES/NO	9
Has the need for the project been clearly identified by the community	<input checked="" type="checkbox"/> YES/NO	8
Has the club shown evidence of sound planning and demonstrated their ability to manage the project	<input checked="" type="checkbox"/> YES/NO	7
Is the requested amount reasonable given the aim of the project, the number of people that will benefit and the expected outcomes (value for money)	<input checked="" type="checkbox"/> YES/NO	9
SCORE	<u>7</u> / 7	<u>58</u> / 70

Comments on the application from the assessor.

Important piece of equipment that will benefit many  
sporting clubs & community groups.

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Assessed by: Rebecca Watson Date: 09/08/2021.

## **F&R.2.5 PURCHASING POLICY**

**Council Policy:** Disclaimers (where appropriate) shall be used when providing advice or information to either the public or other statutory bodies.

**Objective:**

- To provide compliance with the Local Government Act 1995; the Local Government Act (Functions and General) Regulations 1996 (as amended in March 2007); State Records Act 2000 (WA) and associated records management practices and procedures of the Shire of Mt Marshall; relevant legislation, regulations and requirements consistent with the Shire of Mt Marshall's policies and Code of Conduct.
- To deliver a best practice approach and procedures to internal purchasing for the Shire of Mt Marshall.
- To ensure efficiency and consistency for all purchasing activities that integrates within all the Local Government operational areas.
- To ensure openness, transparency, fairness and equity through the purchasing process to all potential suppliers.

### **1.1. WHY DO WE NEED A PURCHASING POLICY?**

The Shire of Mt Marshall is committed to setting up efficient, effective, transparent, economical and sustainable procedures in all purchasing activities. This policy:

- Provides the Shire of Mt Marshall with a more effective way of purchasing goods and services.
- Ensures that purchasing transactions are carried out in a fair and equitable manner.
- Strengthens integrity and confidence in the purchasing system.
- Ensures that the Shire of Mt Marshall receives value for money in its purchasing.
- Ensures that the Shire of Mt Marshall considers the environmental impact of the procurement process across the life cycle of goods and services.
- Ensures the Shire of Mt Marshall is compliant with all regulatory obligations.
- Promotes effective governance and definition of roles and responsibilities.
- Uphold respect from the public and industry for the Local Government's purchasing practices that withstands probity.

**Operational Guidelines:**

### **1.2. ETHICS & INTEGRITY**

All officers and employees of the Local Government shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the Local Government.

Levels of expenditure restrictions imposed upon individual staff with sub-delegated purchasing authority are to be at the discretion of the Chief Executive Officer.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Local Government policies and code of conduct;
- purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Local Government by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

### **1.3. VALUE FOR MONEY**

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Local Government. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- all relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

#### 1.4. SUSTAINABLE PROCUREMENT

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

The Shire of Mt Marshall is committed to sustainable procurement and where appropriate shall endeavour to design Requests for Quotations and Tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts and who embrace Corporate Social Responsibility.

Sustainable considerations must be balanced against value for money outcomes in accordance with the Local Government's sustainability objectives.

Practically, sustainable procurement means the Local Government shall endeavour at all times to identify and procure products and services that:

- Have been determined as necessary;
- Demonstrate environmental best practice in energy efficiency / and or consumption which can be demonstrated through suitable rating systems and eco-labelling.
- Demonstrate environmental best practice in water efficiency.
- Are environmentally sound in manufacture, use, and disposal with a specific preference for products made using the minimum amount of raw materials from a sustainable resource, that are free of toxic or polluting materials and that consume minimal energy during the production stage;
- Products that can be refurbished, reused, recycled or reclaimed shall be given priority, and those that are designed for ease of recycling, re-manufacture or otherwise to minimise waste.
- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

#### 1.5. PURCHASING THRESHOLDS

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be:-

Amount of Purchase	Model Policy
Up to \$2,000	Direct purchase from suppliers requiring only one verbal quotation.
\$2,001 - \$5,000	Obtain at least one written quotation or estimate (as appropriate)
\$5,001 - \$30,000	Obtain at least two written quotations if possible (see Note 1)
\$30,001 - \$249,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations). See Note 1
\$250,000 and above	Conduct a public tender process.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$250,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$250,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

*Note 1: If it is not possible to get the required number of written quotations, a supplier's written "decline to quote" will be sufficient.*

## **EXEMPTIONS**

1. Freight: All freight is exempt from seeking quotations but where possible attain the best price for the required freight service.
2. Renewals: Existing annual subscriptions and renewals
3. LGIS: Insurance renewals
4. WALGA: Annual subscriptions
5. Some Local Purchasing:
  - a. Newspapers, books & periodicals – Those purchased locally for in-house provision and for the library are exempt from seeking quotations.
  - b. Catering of Food – catering from local suppliers for in-house meetings (not external events) are exempt from quotation (but purchases should be alternated between local suppliers where possible/appropriate).
  - c. Catering of Alcoholic and Non-Alcoholic Drinks: this includes milk and water from local suppliers for in-house provision.

### **1.5.1. Up to \$2,000**

Where the value of procurement of goods or services does not exceed \$2,000, purchase on the basis of at least one verbal quotations is permitted. However it is recommended to use professional discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

When purchasing small items from a local store the price shown as the sale price is acceptable as a 'verbal quote'.

Record keeping requirements must be maintained in accordance with record keeping policies, although it is acknowledged that when purchasing a small item from a local store the receipt will be sufficient record.

### **1.5.2. \$2,001 to \$5,000**

This category is for the procurement of goods or services where the value of such procurement ranges between \$2,001 and \$5,000.

At least 1 written quotation is required. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining written quotations are:

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:

- Written Specification
  - Selection Criteria to be applied
  - Price Schedule
  - Conditions of responding
  - Validity period of offer
- Invitations to quote (if more than one is being sought) should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

The Local Government Purchasing and Tender Guide produced by the Western Australian Local Government Association (WALGA) should be consulted for further details and guidance.

### **1.5.3. \$5,001 to \$30,000**

For the procurement of goods or services where the value exceeds \$5,000 but is less than \$30,000, it is required to obtain at least two written quotes (commonly a sufficient number of quotes would be sought according to the type and nature of purchase).

The responsible officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

**NOTES:** The general principles relating to written quotations are;

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:
  - Written Specification
  - Selection Criteria to be applied
  - Price Schedule
  - Conditions of responding
  - Validity period of offer
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

The Local Government Purchasing and Tender Guide produced by the Western Australian Local Government Association (WALGA) should be consulted for further details and guidance.

#### **1.5.4. \$30,000 to \$249,999**

For the procurement of goods or services where the value exceeds \$30,000 but is less than \$249,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

The Local Government Purchasing and Tender Guide has a series of forms including a Request for Quotation Template which can assist with recording details. Record keeping requirements must be maintained in accordance with record keeping policies.

For this procurement range, the selection should not be based on price alone, and it is strongly recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote.

### **1.6. REGULATORY COMPLIANCE**

#### **1.6.1. Tender Exemption**

In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

#### **1.6.2. Sole Source of Supply (Monopoly Suppliers)**

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavor to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

**Note:** The application of provision "sole source of supply" should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

#### **1.6.3. Anti-Avoidance**

The Local Government shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$250,000, thereby avoiding the need to publicly tender.

### **1.6.5. Tender Criteria**

The Local Government shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

The evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.

For Requests with a total estimated (Ex GST) price of:

- Between \$40,000 and \$249,999, the panel must contain a minimum of 2 members; and
- \$250,000 and above, the panel must contain a minimum of 3 members.

### **1.6.6. Advertising Tenders**

Tenders are to be advertised in a state wide publication e.g. "The West Australian" newspaper, Local Government Tenders section, preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised. Care must be taken to ensure that 14 full days are provided as a minimum.

The notice must include;

- a brief description of the goods or services required;
- information as to where and how tenders may be submitted;
- the date and time after which tenders cannot be submitted; and
- particulars identifying a person from whom more detailed information as to tendering may be obtained.

A reference to detailed information includes a reference to:

- such information as the local government decides should be disclosed to those interested in submitting a tender;
- detailed specifications of the goods or services required;
- the criteria for deciding which tender should be accepted;
- whether or not the local government has decided to submit a tender; and
- whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted,  
After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

### **1.6.7. Issuing Tender Documentation**

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation.



This is essential as if clarifications, addendums or further communication is required prior to the close of tenders, all potential tenderers must have equal access to this information in order for the Local Government not to compromise its duty to be fair.

#### **1.6.8. Tender Deadline**

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

#### **1.6.8. Opening of Tenders**

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as commercial-in-confidence to the Local Government. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialed by at least two Local Government Officers present at the opening of tenders.

#### **1.6.9. No Tenders Received**

Where the Local Government has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis of the following:

- a sufficient number of quotations are obtained;
- the process follows the guidelines for seeking quotations between \$40,000 & \$249,999 (listed above);
- the specification for goods and/or services remains unchanged;
- purchasing is arranged within 6 months of the closing date of the lapsed tender.

#### **1.6.10. Tender Evaluation**

Tenders that have not been rejected shall be assessed by the Local Government by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

#### **1.6.11. Addendum to Tender**

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Local Government may vary the initial information by taking reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

#### **1.6.12. Minor Variation**

If after the tender has been publicly advertised and a successful tenderer has been chosen but before the Local Government and tenderer have entered into a Contract, a minor variation may be made by the Local Government.

A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

#### **1.6.13. Notification of Outcome**

Each tenderer shall be notified of the outcome of the tender following Council resolution. Notification shall include:

- The name of the successful tenderer
- The total value of consideration of the winning offer

The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

#### **1.6.14. Records Management**

All records associated with the tender process or a direct purchase process must be recorded and retained. For a tender process this includes:

- Tender documentation;
- Internal documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

For a direct purchasing process this includes:

- Quotation documentation;
- Internal documentation;
- Order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the State Records Act, and the Local Government's internal records management policy.

### **1.7. PROCUREMENT OF GOODS AND SERVICES FROM FAMILY MEMBERS**

A situation may arise where the Shire of Mt Marshall purchases goods or services from a family member of an employee (or, in the case of a business, is owned, run or managed by an employee's family member). In order to avoid any actual or perceived conflict of interest, an employee must:

- Disclose that they are related to a prospective supplier, by informing their supervisor or manager prior to any order being placed.
- Not participate in the recommendation of, the drafting of specifications for, or the decision to purchase the goods or services involved (this does not include the nomination of potential works or goods required).
- Not submit or authorise a purchase order for the goods or services involved.
- This does not prevent an entity associated with an employee's family member from being selected for supply of goods or services, where this supply would be the most advantageous to the Shire; and the Shire's Code of Conduct and Purchasing Policy has been complied.

### **1.8. PURCHASING FROM WA DISABILITY ENTERPRISES**

Pursuant to State Government policy, Local Governments are encouraged to invite relevant WA Disability Enterprises to respond to a Request for Quotation or Tender for goods or services. Determining the purchasing process to be followed is based on the actual or expected value of each purchase by the Local Government as outlined above. There are seven (7) Disability Enterprises registered in Western Australia. A complete list of approved organisations is available from the following website: [www.wade.org.au](http://www.wade.org.au)

**Date Resolved:**

**Amendment:**        **13 August 2019 (Resolution 2019/7-004)**  
                             **12 February 2019 (Resolution 2019/1-004)**  
                             **26 May 2020 (Resolution 2020/5-007)**